# RnD Indoor Drone Development

# Meeting Minutes

18/10/2019

1. Meeting purpose

The purpose is to meet with clients and to identify and analyze the project scope and objectives.

1. Attendees

Indoor drone team conducted a meeting with client. The following persons were presented:

Indoor drone team:

1. Tran Duc Huy
2. Nguyen Minh Quan
3. Do Thien Y
4. Tran Hung Thinh

Clients/Supervisors

1. Mr. Hieu - Client
2. Meeting Summary
   1. Init project with client
   2. Discuss about the rationale of the project based on given description
   3. Discuss client objectives, scope and deliverable products at the end of the project
   4. Discuss communication method, report with client
3. Adjournment

Meeting start at 10.00 AM.

Minutes submitted by: Tran Duc Huy