# RnD Indoor Drone Development

# Meeting Minutes

22/10/2019

1. Meeting purpose

Purpose of this meeting is to discuss with supervisor about the project after meeting with client

1. Attendees

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

Indoor drone team:

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

Clients/Supervisors

1. Cao Xuan Nam - Supervisor
2. Meeting Summary
   1. Update and discuss the result of client meeting
   2. Discuss approach plan, communication method and milestones for the project
   3. Confirm initialize decision making with supervisor
3. Adjournment

Meeting start at 1:00 PM.

Minutes submitted by: Tran Duc Huy