

International School

**Capstone Project 1**

CMU-CS450

**Team Meeting Document**

**Craft Village Pollution Monitor System**

**Submitted by**

**Ca, Van Cong Le**

**Huy, Bui Duc**

**Phuc, Hua Hoang**

**Trung, Nguyen Thanh**

**Approved by**

**Ph.D. Nguyen Thanh Binh**

**Proposal Review Panel Representative:**

Name Signature Date

**Capstone Project 1 - Mentor:**



Name Signature Date

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Introduce, discuss topic & process | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 20/08/2022 | 21:00 | 22:00 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** |  | | |
| **Content** | | | |
| * Introducing team members * Discussing about topic * Discussing about idea and name of project | | | |
| **Result Items** | | | |
| * The members have all contact information * Process: SCRUM * Project name: Craft Village Pollution Monitor System | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Discussing the proposal and tools | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 23/08/2022 | 21:00 | 21:30 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** |  | | |
| **Content** | | | |
| * Discussing Proposal * Source code version control * Task management tool | | | |
| **Result Items** | | | |
| * GitHub * Trello | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Review proposal and prepare to report to mentor | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 26/08/2022 | 21:00 | 21:30 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** |  | | |
| **Content** | | | |
| * Summarize the parts of the proposal * Prepare to report to mentor | | | |
| **Result Items** | | | |
| * Review the good parts and edit incomplete parts of proposal * Prepare reports on what has been done and plan for the implementation of the next part of the proposal | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Review document and Sprint 1 | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 01/09/2022 | 21:00 | 21:30 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** | All documents | | |
| **Content** | | | |
| * Review document | | | |
| **Result Items** | | | |
| * Document | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Report task | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 05/09/2022 | 21:00 | 21:30 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** |  | | |
| **Content** | | | |
| * Report task | | | |
| **Result Items** | | | |
| * Have no issue | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Report task | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 08/09/2022 | 21:00 | 21:30 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** |  | | |
| **Content** | | | |
| * Report task | | | |
| **Result Items** | | | |
| * Have no issue | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Review document and report task | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 12/09/2022 | 21:00 | 21:30 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** | All documents | | |
| **Content** | | | |
| * Report task * Review document | | | |
| **Result Items** | | | |
| * Have no issue * Document | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Review document and demo released feature | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 15/09/2022 | 21:00 | 22:00 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** | All documents | | |
| **Content** | | | |
| * Demo * Review document | | | |
| **Result Items** | | | |
| * Released feature * Document | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Retrospective Scrum | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 16/09/2022 | 12:00 | 13:00 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** |  | | |
| **Content** | | | |
| * Retrospective Scrum | | | |
| **Result Items** | | | |
| * Retrospective Scrum | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Review document and Sprint 2 | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 18/09/2022 | 21:00 | 21:30 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** | Product backlog | | |
| **Content** | | | |
| * Review document | | | |
| **Result Items** | | | |
| * Document | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Report task | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 22/09/2022 | 21:00 | 21:30 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** |  | | |
| **Content** | | | |
| * Report task | | | |
| **Result Items** | | | |
| * Have no issue | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Review document and report task | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 26/09/2022 | 21:00 | 21:30 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** | All documents | | |
| **Content** | | | |
| * Report task * Review document | | | |
| **Result Items** | | | |
| * Have no issue * Document | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Review document and report task | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 29/09/2022 | 21:00 | 21:30 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** | All documents | | |
| **Content** | | | |
| * Report task * Review document | | | |
| **Result Items** | | | |
| * Have no issue * Document | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Review document and demo released feature | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 02/10/2022 | 21:00 | 22:00 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** | All documents | | |
| **Content** | | | |
| * Demo * Review document | | | |
| **Result Items** | | | |
| * Released feature * Document | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Retrospective Scrum | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 03/10/2022 | 12:00 | 13:00 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** |  | | |
| **Content** | | | |
| * Retrospective Scrum | | | |
| **Result Items** | | | |
| * Retrospective Scrum | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Review document and Sprint 3 | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 05/10/2022 | 21:00 | 21:30 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** | Product backlog | | |
| **Content** | | | |
| * Review document | | | |
| **Result Items** | | | |
| * Document | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Report task | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
|  | 08/10/2022 | 21:00 | 21:30 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** |  | | |
| **Content** | | | |
| * Report task | | | |
| **Result Items** | | | |
| * Have no issue | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Review document and report task | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 11/09/2022 | 21:00 | 21:30 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** | All documents | | |
| **Content** | | | |
| * Report task * Review document | | | |
| **Result Items** | | | |
| * Have no issue * Document | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Review document and report task | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 14/09/2022 | 21:00 | 21:30 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** | All documents | | |
| **Content** | | | |
| * Report task * Review document | | | |
| **Result Items** | | | |
| * Have no issue * Document | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Review document and demo released feature | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
|  | 19/10/2022 | 21:00 | 22:00 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** | All documents | | |
| **Content** | | | |
| * Demo * Review document | | | |
| **Result Items** | | | |
| * Released feature * Document | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Retrospective Scrum | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
|  | 20/10/2022 | 12:00 | 13:00 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** |  | | |
| **Content** | | | |
| * Retrospective Scrum | | | |
| **Result Items** | | | |
| * Retrospective Scrum | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Review document and Sprint 4 | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 22/10/2022 | 21:00 | 21:30 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** | Product backlog | | |
| **Content** | | | |
| * Review document | | | |
| **Result Items** | | | |
| * Document | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Report task | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 25/10/2022 | 21:00 | 21:30 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** |  | | |
| **Content** | | | |
| * Report task | | | |
| **Result Items** | | | |
| * Have no issue | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Review document and report task | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 28/10/2022 | 21:00 | 21:30 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** | All documents | | |
| **Content** | | | |
| * Report task * Review document | | | |
| **Result Items** | | | |
| * Have no issue * Document | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Review document and report task | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 01/11/2022 | 21:00 | 21:30 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** | All documents | | |
| **Content** | | | |
| * Report task * Review document | | | |
| **Result Items** | | | |
| * Have no issue * Document | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Review document and demo released feature | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
|  | 05/11/2022 | 21:00 | 22:00 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** | All documents | | |
| **Content** | | | |
| * Demo * Review document | | | |
| **Result Items** | | | |
| * Released feature * Document | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Retrospective Scrum | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 06/11/2022 | 12:00 | 13:00 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** |  | | |
| **Content** | | | |
| * Retrospective Scrum | | | |
| **Result Items** | | | |
| * Retrospective Scrum | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Review document and Sprint 5 | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 08/11/2022 | 21:00 | 21:30 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** | Product backlog | | |
| **Content** | | | |
| * Review document | | | |
| **Result Items** | | | |
| * Document | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Report task | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 11/11/2022 | 21:00 | 21:30 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** |  | | |
| **Content** | | | |
| * Report task | | | |
| **Result Items** | | | |
| * Have no issue | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Review document and report task | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 15/11/2022 | 21:00 | 21:30 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** | All documents | | |
| **Content** | | | |
| * Report task * Review document | | | |
| **Result Items** | | | |
| * Have no issue * Document | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Review document and report task | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 18/11/2022 | 21:00 | 21:30 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** | All documents | | |
| **Content** | | | |
| * Report task * Review document | | | |
| **Result Items** | | | |
| * Have no issue * Document | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Review document and demo released feature | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 22/11/2022 | 21:00 | 22:00 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** | All documents | | |
| **Content** | | | |
| * Demo * Review document | | | |
| **Result Items** | | | |
| * Released feature * Document | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Retrospective Scrum | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 23/11/2022 | 12:00 | 13:00 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** |  | | |
| **Content** | | | |
| * Retrospective Scrum | | | |
| **Result Items** | | | |
| * Retrospective Scrum | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Review document. | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 27/11/2022 | 21:00 | 21:30 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** | All documents | | |
| **Content** | | | |
| * Review document | | | |
| **Result Items** | | | |
| * Document | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Review document. | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 01/12/2022 | 21:00 | 21:30 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** | All documents | | |
| **Content** | | | |
| * Review document | | | |
| **Result Items** | | | |
| * Document | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Review document. | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 05/12/2022 | 21:00 | 21:30 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** | All documents | | |
| **Content** | | | |
| * Review document | | | |
| **Result Items** | | | |
| * Document | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Review document. | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 09/12/2022 | 21:00 | 21:30 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** | All documents | | |
| **Content** | | | |
| * Review document | | | |
| **Result Items** | | | |
| * Document | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Review document. | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 13/12/2022 | 21:00 | 21:30 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** | All documents | | |
| **Content** | | | |
| * Review document | | | |
| **Result Items** | | | |
| * Document | | | |

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| **Meeting Information** | | | |
| **Product** | Craft Village Pollution Monitor System | | |
| **Subject** | Review document. | | |
| **Location** | Online on skype | | |
| **Date and Time** | *Date* | *Start Time* | *End Time* |
| 17/12/2022 | 21:00 | 21:30 |
| **Attendees** | * Van Cong Le Ca * Bui Duc Huy * Hua Hoang Phuc * Nguyen Thanh Trung | | |
| **Related documents** | All documents | | |
| **Content** | | | |
| * Review document | | | |
| **Result Items** | | | |
| * Document | | | |