**Meeting Minutes of Kick-off Meeting with the Client 24/03/2022**

Participants:

Vivek Katial, Haonan Zhong, Samy Allouache, Supanuth Amorntiyanggoon, Haocong Chen, Xuan Hung Ho

**Discussion**

1. First meet with Supervisor
2. Introduced our team and background
3. Set up the schedule of progress meetings.
4. Asking the idea for kick off meeting with client

**To-Do action**

1. Prepare the slide for kick-off meeting