Minutes of meeting with team members 13

Date: Friday 10th May 2019

Meeting time: 2h - 5PM

- Attendees: Hiển, Cơ, Chương, Nhân

-Timeline of what was doing at the meeting

* Reading the R & D documents to understand how to write a portfolio and some related documents
* Going to the 3rd floor to reference portfolios written from the previous cycles.
* Allocating some parts in the portfolio that each team member will be responsible for writing those parts in the portfolio.