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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Meeting/Project Name:** | **Peer-to-peer Lending System** | | | | | | |
| **Date of Meeting:** | 14/05/2019 | | **Time:** | | | 10:30 | |
| **Secretary:** | DungNT | | **Location:** | | | Room 103FPT University | |
| **1. Meeting Objective** | | | | | | | |
| * Answer the questions about the requirement  Assign task for team in sprint 1 | | | | | | | |
| **2. List of Attendees** | | | | | | | |
| **Name** | | **Department/Division** | | **E-mail** | | | |
| Nguyễn Huy Hùng | | Supervisor | | hungnh@fpt.edu.vn | | | |
| Nguyễn Trung Dũng | | Team Leader | | dungntse62576@fpt.edu.vn | | | |
| Huỳnh Văn Lộc | | Team Member | | truonglnse61777@fpt.edu.vn | | | |
| Lê Ngô Minh | | Team Member | | trinhndse62136@fpt.edu.vn | | | |
| Hoàng Nhật Đông | | Team Member | | anhtpse61789@fpt.edu.vn | | | |
| **3. Content** | | | | | | | |
| Mr. Hung assigns tasks for team in sprint 1, which includes:Create Product BacklogCreate Sprint BacklogUI mockupERDOverview Use caseCreate report 1At the rest of the meeting, team members ask Mr. Hung some questions about requirement to make it clearly. Some questions in meeting are related to:  * Platform Blockchain * Business Rule | | | | | | | |
| **4. Action Items** | | | | | | | |
| **Action** | | | | | **Owner** | | **Due Date** |
| Report 1 | | | | | Team | | 14/05/2019 |
| Create Product Backlog | | | | | Team | | 14/05/2019 |
| Create Sprint Backlog | | | | | Team | | 14/05/2019 |
| Mockup UI | | | | | Team | | 14/05/2019 |
| ERD | | | | | Team | | 14/05/2019 |
| Overview UseCase | | | | | Team | | 14/05/2019 |