

# BIÊN BẢN HỌP NHÓM

## I. Background Information:

Group Name: **404 Not Found**

### Present:

	ID	Full Name	Email	Phone number
1	23127203	Trần Hữu Khang	thkhang23@clc.fitus.edu.vn	0909400548
2	23127361	Thạch Ngọc Hân	tnhan23@clc.fitus.edu.vn	0828333488
3	23127406	Nguyễn Tấn Lộc	ntloc23@clc.fitus.edu.vn	0867769759
4	23127460	Lê Đình Minh Quân	ldmquan23@clc.fitus.edu.vn	0866931605
5	23127488	Lê Thị Minh Thư	ltmthu23@clc.fitus.edu.vn	0348402072

### Absent:

None

### Purpose of the meeting:

- Continue finishing the description of the project.
- Completed the team contract based on everyone's approval.
- Make preparations for tomorrow's meeting with the lecturer.

### Meeting format:

**Group Meeting Date: 22/5/2025.**

**Where:** HCMUS 10<sup>th</sup> Floor Library

**Begins at:** 13h00 **Until:**

## II. Meeting result:

- Finished the description of the website, regarding all aspects.
- Completed the team contract based on everyone's approval.
- Prepare all the questions for the lecturer in tomorrow's meeting.

## III. Task Distribution:

	<b>Full Name</b>	<b>Assigned Task</b>	<b>Begin</b>	<b>Due</b>	<b>Expectation</b>
1	Trần Hữu Khang	Complete the team contract	17:00 (22/5)	8:00 (25/5)	Upload the contract to GitHub
2	Thạch Ngọc Hân	Prepare questions for tomorrow meeting	17:00 (22/5)	8:00 (25/5)	Summarize the questions and post it to the group
3	Nguyễn Tấn Lộc	Complete the team contract	17:00 (22/5)	8:00 (25/5)	Have the contract finished on time
4	Lê Đình Minh Quân	Prepare questions for tomorrow meeting	17:00 (22/5)	8:00 (25/5)	Summarize the questions and post it to the group
5	Lê Thị Minh Thư	Complete the project description	17:00 (22/5)	8:00 (25/5)	Write a markdown of it on GitHub

#### **IV. Task grading:**