**MEETING MINUTES**

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**Date:06/03/2017**

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**The meeting begun at 1:30 pm**

# MEETING OBJECTIVES

Confirm and verify functional views (layouts)

# ATTENDEES

|  |  |  |
| --- | --- | --- |
| **Name** | **Roles** | **Email** |
| To Thi Thu Thao | Customer |  |
| Nguyen Bao Thach | Team leader | b.thach511@gmail.com |
| Nguyen Hoang Nam Phuong | Team member | nguyenhoangnamphuong2110@gmail.com |
| Dang Quoc Viet | Team member | vietdang.2509@gmail.com |
| Tran Phan Trung Chanh | Team member | hunteratthenight@gmail.com |
| Nguyen Dang Quang | Team member | ndq.quang511@gmail.com |
| Nguyen Huu Tai | Team member | Nguyenhuutai1995k19t01@gmail.com |

# CONTENT

|  |  |  |
| --- | --- | --- |
| **ID** | **Description** | **Note** |
| 1 | Review prototype sketches |  |
| 2 | Swappal register form:Confirmed | Suggest:   * Above 16 to join the website |
| 3 | Notify the date is going to be swapped | Will execute if have time-Confirmed |
| 4 | Report | Suggest:   * 15 days left to feedback * Show notification remind to feedback(2 or 3) |
| 5 | Search skills | Confirmed:   * Auto swapmatch:70% |
| 6 | Upload photo | Suggest:   * Limited 5 photos or capability(Mb) |

# APPROVAL OF MEETING

|  |  |
| --- | --- |
| **Name** | **Signature** |
| To Thi Thu Thao (Customer) |  |
| Nguyen Bao Thach (Team leader) |  |

**The meeting was finished at 3:00 pm**