**MEETING MINUTES**

****

**Date18/04/2017**

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**The meeting begun at 2:00 pm**

# MEETING OBJECTIVES

Feedback product

# 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 | Foundation | * Customer confirmed |
| 2 | Swap service ( Request swap) | * The swap service only begin when both of them have same NEED and HAVE. * Add function CANCEL between swapping. * Add status swapping date |
| 3 | Rating | 2 rating:   * Skills * Attitude |

# APPROVAL OF MEETING

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

**The meeting was finished at 3:30 pm**