**1/ GENERAL INFORMATION**

**Time:** 20/02/2021 from 21:00 -> 22:30

**Purpose:** Review Task 1 of previous week, assign member to complete Task 1 and prepare task 2, 3.

**Meeting Leader:** Huỳnh Hữu Hạnh

**Prepared by:** Dương Thanh Thương

**Attendance:**

|  |  |
| --- | --- |
| Name | ID |
| Huỳnh Hữu Hạnh | 1910161 |
| Nguyễn Công Đoàn | 1910131 |
| Dương Thanh Thương | 1910218 |
| Nguyễn Lê Thanh Lộc | 1912871 |
| Võ Minh Chánh | 1910057 |

**2. MEETING NOTES, DECISIONS, ISSUES**

1. Review members’s report of the last week, about Task 1.
2. Make conclusion about Task 1.
3. Assign tasks for next week.

**3. ACTION ITEMS**

|  |  |  |
| --- | --- | --- |
| Member | Task | Due date |
| Lộc | Complete general use case diagram | 27/02/2022 |
| Hạnh + Thương | Complete food ordering use case diagram + specification table |
| Chánh + Đoàn | Complete customer management use case diagram + specification table |
| Lộc + Thương | Complete table reservation use case diagram + specification table |