**1/ GENERAL INFORMATION**

**Time:** 23/02/2022 from 21:00 -> 22:30

**Purpose:** Review task 1 of previous week, provide overview of system, assign task 2.

**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 report of task 1, complete and submit.
2. Overview of system, presented by Thương.
3. Assign task 2 for next week.

**3. ACTION ITEMS**

|  |  |  |
| --- | --- | --- |
| Member | Task | Due date |
| Hạnh | Complete report then submit before deadline | 01/03/2022 |
| Others | Every member do task 2.2 for his respective feature at task 1.3. |