**Supervisor Meeting Minutes**

Date: 9/7/2024

Time: 10:00am GMT+7

Location: On campus

Scribe: All

Attendees: Dang Khanh Toan Nguyen, Ha Huy Hoang Nguyen, Dang Duc Anh Nguyen, Cuong Nhat Nguyen, Khang Minh Nguyen

# **Minutes Details**

## **Agenda/Goals/Questions**

1. Present what our group have achieve last week meeting with client
2. Ask about document deadlines

**Answers:**

1. Supervisor is sastified
2. Document should be more precise and improve all previous document

## **Actions for next week(s):**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Action** | **Who?** | **Due date** | **Completed?** |
| 1 | Adjust SRS | Group 4 | 21/6/2024 | No |
| 2 | Prepare DSD&IR | Group 4 | 28/7/2024 | No |
| 3 | Prepare SADRR | Group 4 | 28/7/2024 | No |