Meeting Minute Template

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| **Meeting Title** | VC1-3rd Sprint Review |
| **Date & Time** | Monday March 25th, 2024 (2:30-3:30PM) |
| **Location**  **(in-person/online)** | B05(Ground Floor) |
| **Attendee (participant)** | Chanthou Veoun  Pheaktra Mao  SreyNuch Theoun  Reoun Kaki  Veasna Choun |
| **Agenda:** | * 3rd sprint review by Chanthou and Pheaktra * Members tell the user story that they did. * Have improve the whole website * Present about the reset password, order, admin page, restaurant owner. |
| **Action Items** | * Present about the user story that we have in sprint 3(6 user stories) * We don’t have user story that we didn’t finish * Present about the user story that we haven’t done in sprint 2(2 user stories that we have not done) * Feedback from project manager about the interface in the whole website such as: restaurant owner page and customer page improve website to make it look interesting more. |
| **Tips** | * Before the meeting:   + Share tasks among team members as     - Presenter : Chanthou, Pheaktra     - Time keeper : N/A     - Note taker(s) :SreyNuch, Veasna, Roeun     - Email writer Chanthou     - Meeting minute report: Pheaktra * During the meeting:   + Take note all the note that Project Manager feedback   + Haven’t got the feedback from project manager * After the meeting:   + Prepare for VC2 |