**SPRINT REVIEW MEETING - PA2**

**𝆙𝆙𝆙**

# **I. MEETING MINUTES**

| **Date:** April 29th, 2024  **Time:** 9pm - 10pm  **Location:** Google Meet | **Attendance:**   * Nguyễn Tấn Phát * Nguyễn Trọng Phúc * Nguyễn Dương Trường Sinh * Nguyễn Thị Ngọc Châm * Trần Minh Triết   **Absent:** None |
| --- | --- |

# **II. AGENDA**

* **Review the last sprint**
* **Team building**

## **1. REVIEW THE LAST SPRINT**

* **What went well.** 
  + Tasks finish on time.
  + No one was absent from the meeting.
  + Tasks are more detailed .
* **What problems and what caused the problems.** 
  + Due to some members returning to their hometowns, we were unable to do all face-to-face meetings.

➢ Solution: We still meeting online and have a face-to-face meeting at school after the holidays.

* **What can be done differently in the next sprint to improve the project?** 
  + Communicate more in group chat, regularly update progress on Jira Project.
* **What lessons we could learn?** 
  + Teamwork.
  + Project Planning.
  + Write documents.