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| STT | Role | Responsibility |
| 1. Lê Thị Bích Vân | Team leader | * Meeting prepare * Plan và schedule * Review : effort log * Monitor:   + Prepare  + After meeting 1   * Review |
| 1. Đỗ Minh Tâm | Support leader | * Requirement analysis * Summary |
| 1. Đặng Huy Sơn 2. Nguyễn Trung Tín | Team member | * Each week effort log completed * Prepare and present solution * Review * Implement * Project closure prepare |
| 1. Lê Đình Thạch Huyên | Recorder | * Each week effort log summary * Meeting each document |