

Meeting/Project Name:	Construction Contractor Portal		
Date of Meeting:	11/01/2019	Time:	15:00
Secretary:	KietTT	Location:	Room 100 Saigon Technology Solutions
1. Meeting Objective			
<ul style="list-style-type: none">Review task in sprint 1: Requirement, ERD, System Architecture Design, Algorithm for batch searching			
2. List of Attendees			
Name	Department/Division	E-mail	
Nguyễn Phan Quang Nhật	Supervisor	nhat.nguyen@saigontechnology.com	
Lưu Quang Nghĩa	Team Leader	nghialqse130768@fpt.edu.vn	
Trương Tổ Kiệt	Team Member	kietttse62520@fpt.edu.vn	
Trần Công Minh	Team Member	minhtcse62545@fpt.edu.vn	
Lê Hoàng Nam	Team Member	namlhse130765@fpt.edu.vn	
3. Content			
Mr.Nhat review what the team have done in sprint 1, which includes: <ul style="list-style-type: none">Project plan with feature listERDSystem architecture designAlgorithm for batch searching Mr.Nhat assigns tasks for team: <ul style="list-style-type: none">Project plan: add Estimate Effort, edit some feature specificationsERD: adjust Notification, User, Report EntitySystem architecture design: add more detail component and make it clearerReport 1			
4. Action Items			
Action		Owner	Due Date
Fix ERD		Team	14/01/2019
Adjust Project plan		Team	14/01/2019
Adjust System Architecture Design		Team	14/01/2019
Report 1		Team	14/01/2019