

Meeting/Project Name:	Construction Contractor Portal		
Date of Meeting:	21/01/2019	Time:	9:00
Secretary:	NghiaLQ	Location:	Room 101 Saigon Technology
1. Meeting Objective			
<ul style="list-style-type: none"><li>Review task in sprint 2, assign new tasks in sprint 3</li></ul>			
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	kiettse62520@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 2, which includes: <ul style="list-style-type: none"><li>Use case details</li><li>Fix small errors in Conceptual Diagram</li><li>Fix small errors in Business Flow Chart</li><li>Complete UI mockup for mobile app</li><li>Make UI wireframe for admin web application</li><li>Report 2</li></ul> Mr.Nhat assigns tasks for team: <ul style="list-style-type: none"><li>Do core flow function for api server,web client, mobile application</li><li>Class diagram refinement</li><li>Git rules</li></ul>			
4. Action Items			
Action	Owner	Due Date	
Do core flow function for api server,web client, mobile application	Team	25/01/2019	
Class diagram refinement	Team	25/01/2019	
Git rules	Team	25/01/2019	