

Event zone

MEETING MINUTES 1

**Project code: EZ**

**Document code: EZ\_MeetingMinutes\_1**

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| Project Name | Event Zone | Project Code | EZ |
| Project Manager | VuPT | Secretary | HaNS |
| Date | 11/09/2015 | Time | 11h00 |
| Venue | Room 103 Lecture Hall, FPT University, Hoa Lac, Ha Noi | | |
| Subject | Report about work and update requirement | | |

Người tham dự

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| No | Name | Position | Attendance |
| 1 | Mr Tran Binh Duong | Supervisor |  |
| 2 | Phan Thanh Vu | Project Manager |  |
| 3 | Nguyen Sen Ha | Team Member |  |
| 4 | Nguyen Ngoc Duong | Team Member |  |
| 5 | Duong Thi Lan Anh | Team Member |  |
| 6 | Nguyen Van Cuong | Team Member |  |
| 7 | Nguyen Thi Chuong | Team Member |  |

AGENDA

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| 1. Reconsider about purpose and scope of the project 2. Consider adding features for the project 3. Show some competitors in Vietnam and in global |

Nội dung

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| 1. Reconsider about purpose and scope of the project   Is a system:   * Manage Event. * Purpose: Provide service for both types of user: People who want to watch events and people who manage events. * With normal user, website allow   + Searching events by name and by location.   + Share and comment function. * With manage events user, website allow:   + Create event and also create a live streaming link on Youtube.com for user.   + Support analytic about viewers and others information.   + Maintain analytic after live streaming. * A website with content which was built by community.  1. Consider adding features for the project  * Focus on hightlight event having streaming, most concerned event. * How to encourage user to register event to our website. * “Set privacy by manage group” changed to send private link. * Manual delete video. * Copyrights (Out-of-scope). * Upload related image .  1. Show some competitors in Vietnam and in global  * Sukienhay.com: Event management without live streaming. * Cctalk.vn: Live streaming without managing events.  1. Nội dung cần chuẩn bị trong tuần tới: Introduction  * Competitors in Vietnam and Global   + Project idea   + Background   + Competitor   + Livestreaming demand * Compare between existing system about   + Function: What can system do?   + What is the result of function   + For example: Function is “Display information”, and “Display information in many aspects” |

KẾT LUẬN

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| 1. Defined clearly about event management system 2. Name the system 3. Assign work: Introduction (Deadline 13/9/2015) and Project Plan (20/9/2015) |