[Syncup] meeting minutes

| Location: | FPT HCM Campus |
| --- | --- |
| Date: | 30/6/2022 |
| Time: | 9:00 |
| Attendees: | 1. Trần Thế Đông Anh 2. Tô Ngọc Lam Linh 3. Huỳnh Hữu Tín 4. Vũ Sơn Tùng 5. Phạm Càn Long 6. Nguyễn Thế Hoàng |

# Agenda items

1. Review software requirements.
2. Review UI prototypes.

| Action items | Owner(s) | Deadline | Status |
| --- | --- | --- | --- |
| Prepare hardware devices. | TinHH | 15/7/2022 | In-progress |
| Define business rules. | LinhTNL | 15/7/2022 | In-progress |
| Upgrade UI prototype | AnhTTD | 15/7/2022 | In-progress |
| Manage task | LongPC | N/A | In-progress |