Meeting Minutes – Group 1

**Meeting No:** 1

**Location:** Room 10

**Date:** 20 September 2015

**Time:** 45 minutes

**Reporter**: Huỳnh Quang Thảo

## Attendance

1. Kiều Trọng Khánh
2. Huỳnh Quang Thảo
3. Trần Thanh Ngoan
4. Nguyễn Trung Nam
5. Ngô Tiến Đạt

## Action Items

1. **Review Report No.2 Software Project Management Plan**

- Add description to waterfall model (customize it).

1. **Prototype**
2. Mobile

- Create mobile user application prototype (design using photoshop)

1. Website

- Allow user search from two locations.

- Add validation code.

1. **Next meeting:** **Friday, 21 September, 2015**

- Use case diagram

- Use case specification

- HTML pages

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| --- | --- | --- | --- |
| Owner | Item | Deadline | Status |
| Thảo | HTML user page | Next week | In progress |
| Ngoan | HTML admin page, edit report 2, mobile user prototype | Next week | In progress |
| Nam | HTML public page + use case spec. | Next week | In progress |
| Đạt | Use case spec | Next week | In progress |

**Other Notes:**

* Should prepare meeting more carefully
* Team should propose solution before talking with teacher