# 議事録

## 1.1 Meeting minute 1

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| Meeting Minutes | | | |
| Subject | Capstone Project | **Date** | 15/04/2017 |
| Conductor | Mr. Tran Binh Duong | **Time** | 4.00pm |
| Location | 66 Trung Kinh | **Secretary** | Vu Tran Hoang |
| Attendees | Mr. Tran Binh Duong, Nguyen Viet Hung, Vu Tran Hoang | | |
| Absent | Dang Duc Manh, Dang Cong Son, Tran Ba Quyen | | |

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| Discussed Point | | |
| *No.* | ***Topic*** | ***Contents*** |
| 1 | Entity Relationship Diagram | Create new entity relationship diagram |
| 2 | Introduce Document | Create project introduce document including Purpose, Project Information, Members, Proposal |
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| Action Plan | | | | |
| ***No.*** | ***Action Item(s)*** | ***Owner*** | ***deadline*** | ***status*** |
| **1** | Entity Relationship Diagram | Nguyen Viet Hung | 23/04/2017 | On Progress |
| **2** | Introduce Document | Vu Tran Hoang | 22/04/2017 | Completed |
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