PRJ566 Weekly Progress Report

**Date: 2020-06-05**

**Team Number: 5**

**Team Member Names: Gia Dung Tran Jaehyun Joung Junjie Zhang Thanh Trung Nguyen**

**Project Name: Innovative food delivery service**

**Work completed this week:**

* 1. **Document Authors**

**1.4 Document Purpose**

**1.5 Intended Audience**

**1.7 Group agreement**

**2.1 Project Proposal**

**Work to complete next week:**

**1.2 Revision History and 1.6 Acronyms & References will keep working**

**Functional and Non-functional requirement**

**What’s not going well and why:**

**Our meeting is not going well, because each member is not comfortable using MS teams.**

**Also, one member has issue during meeting time. Some of members do not attend to meeting time.**

**Suggestions/Issues:**

**The group will start to share each member’s phone number and start to use what’ app which is message application. The group needs to discuss more about team meeting or set new meeting time.**

**Project/Final Document changes: 2020-06-07 at 11:30 PM is changed.**