## Minutes of JAD meeting

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| Group Members Nguyen Hoang Dang  Tran Tuan Khoi  Lam Minh Triet  Tran Trong Hieu  Thai Hong Tien | Meeting Date August 25th 2018  Start time:  22 pm  End time:  23pm  Online Facebook | Meeting Topic/Objectives  * Define Go-JEK’s approach to IT service strategy and IT strategy * Choose a new service for company * Assign task for members * Set up rules for meeting |

Present at Meeting:

Tran Tuan Khoi

Lam Minh Triet

Thai Hong Tien

Absent:

Nguyen Hoang Dang

Tran Trong Hieu

Actions from previous meeting: None

Actions from this meeting:

* GO JEK’s approach: For IT service is to use money to take market share, losses is accepted.

For IT strategy is use a better apps with both UI and performance.

*Note: This part will need more advice from tutor about how to predict and conclude a company’s approach to strategy.*

* New service: Go-Clean <https://www.go-jek.com/go-clean/>
* Task assignment : Khoi + Dang – 1st part

Triet 2nd part – open and first main paragraph

Tien 2nd part – second and third paragraph

Hieu 3rd part

*Note: can ask for helps from other members follow rules “Rules for meeting and informing”.*

* Rules for meeting and informing:

1. Weekly Face – to – face meeting on Friday weekly after lecture.
2. Weekly Online Meeting on Tuesday at 9pm.
3. A requirement for others meeting than the above two have to be in work time (8am-10am30 and 1pm – 4pm30) and have to be 4h before the meeting. *Note: check mail and check requirement often at the start and ending of working session.*
4. Refusal inform about meeting have to be at least 3h before the meeting.
5. A requirement for help have to be at least 2 days before deadline.