Team members present:

- Lê Trọng Anh Tú
- Nguyễn Thiện Nhân
- Phan Tuấn Khải
- Lê Đăng Khoa

Team members absent: None

Status reports:

- Lê Trọng Anh Tú
 - Completed tasks
 - Actors in Use-Case Model
 - 2 Use-Case specifications (Sign in + Edit information)
 - To-do Tasks
 - Another Use-Case specifications
 - Detailed Vision Document in PA1 based on the feedback from TA
 - Issues/Obstacles: None
- Nguyễn Thiện Nhân
 - Completed tasks
 - Use-Cases and relationship among them
 - To-do Tasks
 - Use-Case specifications which is assigned in Trello
 - Issues/Obstacles: None
- Phan Tuấn Khải
 - Completed tasks
 - Actors in Use-Case Model
 - o To-do Tasks
 - Use-Case specifications which is assigned in Trello

- Revised Project Plan in PA1 based on the feedback from TA
- o Issues/Obstacles: None
- Lê Đăng Khoa
 - o Completed tasks
 - Use-Cases and relationship among them
 - To-do Tasks
 - Use-Case specifications which is assigned in Trello
 - o Issues/Obstacles: None

Summary of the meeting:

- Know the progress of each member. All things are in time.
- All members in the team don't face any issues/obstacles.
- If all tasks in PA2 are completed too early, there will be a review of PA2 and a training for my team about how to code a web.