The Review Meeting will be held at Zoom on July 2, 2022 at 8 pm

Attending members:

- ❖ Nguyen Hoang Luan
- ❖ Cao Nhat Duc
- ❖ Huynh Ngoc Son
- ❖ Doan Huu Loc
- ❖ Nguyen Dang Manh Tu

Meeting content:

- ❖ Review the work done in the last Sprint 3
- ❖ What is the advantage?
- ❖ What are the disadvantages?
- ❖ What issues need improvement?

Meeting results:

- ❖ Advantages:
  - The coordination among team members has been better than in previous sprints.
  - The sense of responsibility of the members when receiving the task is very good and on the deadline.
  - Basic understanding of the architecture of a software and how to describe the architecture of the software.
  - Understand how to draw class diagrams and package diagrams.
- ❖ Wrong:
  - Some members haven't spent much time learning and practicing coding.
- ❖ Improvements:
  - Need to urge members to learn and practice coding.
  - Organize team work quickly and do not let the deadline near to start work.
  - Divide the large group into 2 small groups to handle the Front-End and the Back-End.

Meeting review:

- ❖ The members had a brief understanding of the work to be done in the next sprint.

❖ Meeting on time and focusing on meeting quality.