**The meeting took place:**

* Time: 8pm - 14/07/2022
* Online Zoom

**Attending members:**

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

**Meeting content:**

* Members report the progress of completing assigned work.
* Evaluate current work process.
* What to do in the near future to keep up with the progress?

**Meeting results:**

* Nguyen Hoang Luan:
  + Complete Tasks:
    - Weekly Scrum 1 Meeting Report
    - Add Task on Trello for each member
    - Training Code 40%
  + To do Tasks:
    - Fix Docs
    - Weekly Scrum 2 Meeting Report
    - Review Meeting Report
    - Training Code JS
  + Issues/Obstacles:
    - Need to see the courses that Mr. Loc has provided to strengthen his knowledge to prepare for coding.
* Huynh Ngoc Son
  + Complete Tasks:
    - Training Code React JS
    - Review Docs of UI Prototype
  + To-do Tasks:
    - Fix Docs of UI Prototype
  + Issues/Obstacles:
    - Need to see the courses that Mr. Loc has provided to understand more knowledge about coding.
* Doan Huu Loc
  + Complete Tasks:
    - Training Code MongoDB, ExpressJS (75%)
    - Review Docs of UI Prototype
  + To-Do Tasks:
    - Code Sign In, Sign Up, Mini Test
  + Issues/Obstacles:
    - Need to see the courses that Mr. Loc has provided to understand more knowledge about coding.
* Nguyen Dang Manh Tu
  + Complete Tasks:
    - Training Code HTML, CSS, JS
  + To-Do Tasks:
    - Code Sign In, Sign Up, Mini Test (view)
  + Issues/Obstacles:
    - Need to see the courses that Mr. Loc has provided to understand more knowledge about coding.
* Cao Nhat Duc:
  + Complete Tasks:
    - Training Code
  + To-do Tasks:
    - Sign In, Sign Up, Mini Test
  + Issues/Obstacles:
    - Need to see the courses that Mr. Loc has provided to understand more knowledge about coding.

**Meeting Review:**

* The members have successfully completed the assigned tasks.
* Members attend the meeting on time.