

## Meeting Minute - Week 1

MEETING NAME	FIRST WEEKLY SOFTWARE ENGINEER PROJECT MEETING			
DATE OF MEETING	11/9/2021	TIME	START	9h
			FINISH	10h30
MEETING OBJECTIVE	Analyze the Assignment and Assign Task for Member	MEETING LEADER		HUỖNH ĐỨC THỊNH
		PREPARE BY		NGUYỄN PHÚC THỊNH

MEETING ATTENDANCE	
NAME	STUDENT ID
NGUYỄN DIỄU ÁI	1910032
ĐẶNG QUỐC THANH	1915083
NGUYỄN PHÚC THỊNH	1910565
NGUYỄN KẾ ĐẠT	1913048
TRƯỜNG HOÀNG PHÚC	1914720
NGUYỄN NGÔ THANH TRÚC	1910650
HUỖNH ĐỨC THỊNH	1910563

MEETING NOTES, DECISION, ISSUE
We discuss about Task 1.1 and Task 1.2
<p>Consider all related problem about the project:</p> <ul style="list-style-type: none"> <li>Context of the project</li> <li>Who are the Stakeholders ?</li> <li>What needs to be done ?</li> <li>The functional and non-functional requirement</li> </ul>
After this, we group the functional requirement into features which will be described more clearly in the next part.
<p>Decide which necessary features that will be implemented</p> <ul style="list-style-type: none"> <li>Making Reservation</li> <li>Keeping track of In-Use Table</li> <li>Ordering Food</li> <li>Making Payment</li> <li>Viewing Statistics</li> </ul>

ACTION ITEM			
Action	Assigned to	Deadline	Comment
Study about Activity Diagram, Sequence Diagram and Class Diagram	Everyone	25/9/2021	
Study about Web-Based Application	Everyone	No deadline	
Further Discussion About Implement Technology	Everyone	25/9/2021	

## Meeting Minute - Week 2

MEETING NAME	SECOND WEEKLY SOFTWARE ENGINEER PROJECT MEETING			
DATE OF MEETING	18/9/2021	TIME	START	9h
			FINISH	11h30
MEETING OBJECTIVE	Finalize the Task 1 Report and Preparation for Task 2	MEETING LEADER		HUỖNH ĐỨC THỊNH
		PREPARE BY		NGUYỄN PHÚC THỊNH

MEETING ATTENDANCE	
NAME	STUDENT ID
NGUYỄN DIỄU ÁI	1910032
ĐẶNG QUỐC THANH	1915083
NGUYỄN PHÚC THỊNH	1910565
NGUYỄN KẾ ĐẠT	1913048
TRƯỜNG HOÀNG PHÚC	1914720
NGUYỄN NGÔ THANH TRÚC	1910650
HUỖNH ĐỨC THỊNH	1910563

MEETING NOTES, DECISION, ISSUE
We review First Weekly Assigned Task
Each member reviews each other's use case table <ul style="list-style-type: none"> <li>● Making Reservation</li> <li>● Keeping track of In-Use Table</li> <li>● Ordering Food</li> <li>● Making Payment</li> <li>● Viewing Statistics</li> </ul>
We make preparation for Task 2
<ul style="list-style-type: none"> <li>● Discuss about distributing member's workload's proportion</li> <li>● Discuss about the theoretical knowledge used in Task 2</li> <li>● Review the project's idea as a whole</li> </ul>

ACTION ITEM			
Action	Assigned to	Deadline	Comment
Use Case for Making Reservation	Nguyễn Phúc Thịnh	18/9/2021	
Use Case for Keeping track of In-Use Table	Đặng Quốc Thanh	15/9/2021	
Use Case for Ordering Food	Huỳnh Đức Thịnh Nguyễn Diệu Ái	18/9/2021	
Use Case for Making Payment	Nguyễn Ngô Thanh Trúc	18/9/2021	
Design Database for the Application	Trương Hoàng Phúc Nguyễn Kế Đạt	No Deadline	

