**1/ GENERAL INFORMATION**

**Time:** 9/9/2021 from 21:00 -> 22:30

**Purpose:** Review task 1 of previous week, assign member to complete task 1 and prepare task 2, 3.

**Meeting Leader:** Nguyễn Hoàng Lâm

**Prepared by:** Lý Thanh Bách

**Attendance:**

|  |  |
| --- | --- |
| Name | ID |
| Lý Thanh Bách | 1910038 |
| Nguyễn Hoàng Lâm | 1910298 |
| Nguyễn Thành Đạt | 1910113 |
| Tô Hòa | 1910198 |
| Trương Vĩnh Phước | 1910473 |
| Ngô Lê Quốc Dũng | 1910101 |

**2. MEETING NOTES, DECISIONS, ISSUES**

Review members’ report of the last week, about task 1.

Make conclusion about task 1.

Assign tasks for next week

**3. ACTION ITEMS**

|  |  |  |
| --- | --- | --- |
| Member | Task | Due date |
| Dũng | Complete general use case diagram | 16/9/2021 |
| Lâm+Dũng | Complete food ordering use case diagram + specification table |
| Phước + Hòa | Complete customer management use case diagram + specification table |
| Đạt + Bách | Complete table reservation use case diagram + specification table |