Meeting Minutes – Group 2

**Meeting No:** 4

**Location:** Room 111

**Date:** 19 May 2015

**Time:** 45 minutes

**Reporter**: Nguyễn Chí Kha

## Attendance

1. Kiều Trọng Khánh
2. Đinh Quang Trung
3. Nguyễn Hữu Phúc
4. Phùng Quang Minh Trí
5. Nguyễn Chí Kha

## Action Items

1. **Review Report No.2 Software Project Management Plan**

- Add description to waterfall model (customize it).

1. **Prototype**
2. Mobile

- Create mobile user application prototype (view contract’s information, transaction history, offers from insurance companies)

1. Website

- Allow user upload vehicle registration certificate pictures.

- Add step in registration wizard allow user review their insurance contract.

- Split accidents and compensation

- List detail fee.

1. **Task list**

- Phúc: HTML user page.

- Trung: HTML admin page, edit report 2, mobile user prototype

- Kha: HTML public page + use case spec.

- Trí: Use case spec

1. **Next meeting:** Thursday**,** 21 May, 2015

- Use case diagram

- Use case specification

- HTML pages