=========== 19/10, Sprint 1 ==============
Team members present:

- Hoang-Khang Nguyen
- Quang-Khoi Ta
- Huynh Vo
- Huynh-Sang Nguyen
- Duy-Bao Bui

Team members absent: none

Status reports:

- To-do Tasks
  - Prepare for the project plan
  - Find information for the vision document
- Issues/Obstacles
  - Issue 1: conflict in choosing the programming language for backend-side
  - Issue 2: lack of idea for features in the product

Actions (if any): agree to choose Go as the programming language of backend services; research more feature for the product.

Summary of the meeting: meeting ends after 70 minutes.

=========== 26/10, Sprint 1 ==============
Team members present:

- Hoang-Khang Nguyen
- Quang-Khoi Ta
- Huynh Vo
- Huynh-Sang Nguyen
- Duy-Bao Bui

Team members absent: none

Status reports:

- - To-do Tasks
    - Revision of the project plan + vision document
    - Find information for the vision document
  - Issues/Obstacles
    - Issue 1: disagreement in designing features for the application

Actions (if any): resolve the conflict of features design.

Summary of the meeting: meeting ends after 70 minutes.

=========== 4/11, Sprint 2 ===============
Team members present:

- Hoang-Khang Nguyen
- Quang-Khoi Ta
- Huynh Vo
- Huynh-Sang Nguyen
- Duy-Bao Bui

Team members absent: none

Status reports:

- - To-do Tasks
    - Prepare for the detailed vision document
    - Prepare the first version of use-case specification

Actions (if any):

Summary of the meeting: meeting ends after 40 minutes.

=========== 11/11, Sprint 2 ===============
Team members present:

- Hoang-Khang Nguyen
- Quang-Khoi Ta
- Huynh Vo
- Huynh-Sang Nguyen

- Duy-Bao Bui

Team members absent: none

Status reports:

- To-do Tasks
    - Prepare for the detailed use-case specification document
    - Release the first version of use-case specification document

Actions (if any):

Summary of the meeting: meeting ends after 60 minutes.

=========== 18/11, Sprint 2 ===============
Team members present:

- Hoang-Khang Nguyen
- Quang-Khoi Ta
- Huynh Vo
- Huynh-Sang Nguyen
- Duy-Bao Bui

Team members absent: none

Status reports:

- To-do Tasks
    - Review the use-case specification document
    - Find documents about implementation process: how to implement, the structure of the software,...

Actions (if any):

Summary of the meeting: meeting ends after 80 minutes.

=========== 25/11, Sprint 3 ===============
Team members present:

- Hoang-Khang Nguyen
- Quang-Khoi Ta

- Huynh Vo

- Huynh-Sang Nguyen

- Duy-Bao Bui

Team members absent: none

Status reports:

- To-do Tasks

  - Prepare for the software architecture document

Actions (if any):

Summary of the meeting: meeting ends after 60 minutes.

=========== 1/12, Sprint 3 ===============
Team members present:

- Hoang-Khang Nguyen

- Quang-Khoi Ta

- Huynh Vo

- Huynh-Sang Nguyen

- Duy-Bao Bui

Team members absent: none

Status reports:

- To-do Tasks

  - Review the software architecture document

  - Implementation base of backend services

  - Sketch the UI prototype

Actions (if any):

Summary of the meeting: meeting ends after 80 minutes.

=========== 16/12, Sprint 4 ===============
Team members present:

- Hoang-Khang Nguyen

- Quang-Khoi Ta
- Huynh Vo
- Huynh-Sang Nguyen
- Duy-Bao Bui

Team members absent: none

Status reports:

- ○ To-do Tasks
    - ■ Complete the UI design
    - ■ Re-implement backend services

Actions (if any):

Summary of the meeting: meeting ends after 80 minutes.

=========== 23/12, Sprint 4 ================
Team members present:

- Hoang-Khang Nguyen
- Quang-Khoi Ta
- Huynh Vo
- Huynh-Sang Nguyen
- Duy-Bao Bui

Team members absent: none

Status reports:

- ○ To-do Tasks
    - ■ Edit the UI design
    - ■ Implement backend + front end services
    - ■ Plan for testing phase
    - ■ Prepare test cases if possible
- ○ Issues/Obstacles:
    - ■ UI design did not meet the requirements

Actions (if any):

Summary of the meeting: meeting ends after 80 minutes.