DUY TÂN UNIVERSITY
International School

Capstone Project 2
CMU-SE 451

Retrospective Meetings

Version 1.0

Date: 27nd May, 2021

Food Care

Submitted by
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Dang Van Duan

Approved by

Proposal Review Panel Representative:

Name   Signature   Date

Capstone Project 2-Mentor:

Name   Signature   Date

Dang Viet Hung

PROJECT INFORMATION

Project acronym	FC		
Project Title	Food Care		
Start Date	01 Mar, 2021	**End Date**	25 May, 2021
Lead Institution	International School, Duy Tan University		
Project Mentor	Ph.D Hung, Dang Viet		
Scrum master / Project Leader & contact details	Vinh, Huynh Dac Email: dacvinh98@gmail.com Tel: 0347191925		
Partner Organization			
Project Web URL			
Team members	Name	Email	Tel
1	Vinh, Huynh Dac	dacvinh98@gmail.com	0347191925
2	Trung, Tran Quoc	quoctrung.tran210@gmail.com	0935420530
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REVISION HISTORY

Version	Date	Comments	Author	Approval
1.0	27/05/2021	Final	Huy, Ton That Minh	

Document Approval

The following signatures are required for approval of this document

Mentor	Dang Viet Hung	Date:
Scrum Master	Huynh Dac Vinh	Date:
Product Owner	Tran Quoc Trung	Date:
Team Member	Ton That Minh Huy	Date:
Team Member	Dang Van Duan	Date:

Capstone 2 – 2021 – Food Care

Retrospective Meeting Information			
Product	Food Care		
Subject	Retrospective meeting after Sprint 1		
Location	Coffee store at 76 Phan Van Luu street		
Date and Time	*Date*	*Start Time*	*End Time*
	04 Apr 2021	8:00 PM	11:00 PM
Attendees	- Huynh Dac Vinh - Tran Quoc Trung - Dang Van Duan - Ton That Minh Huy		
Related documents	Sprint backlog 1		

Content
- Discussed and identified   (WWW) What Went Well: Good things that we did in previous sprint   (IBI) Even Better If: Things we did that can be improved.   - What things to improve and how to do it in the next sprint

Result Items
- List of WWW (What Went Well)   - Analysis is required   - Write completed documents on schedule   - List of IBI (Even Better If)   - Focus more on design and code   - List of things to improve, and how, in the next sprint   - Must quickly set up a project (github, nodejs project, ...)

Capstone 2 – 2021 – Food Care

Retrospective Meeting Information			
Product	Food Care		
Subject	Retrospective meeting after Sprint 2		
Location	Google Meet (Meeting online)		
Date and Time	*Date*	*Start Time*	*End Time*
	02 May 2021	8:00 AM	11:00 AM
Attendees	- Huynh Dac Vinh - Tran Quoc Trung - Dang Van Duan - Ton That Minh Huy		
Related documents	Sprint backlog 2		

Content

- Discussed and identified
    - (WWW) What Went Well: Good things that we did in previous sprint
    - (IBI) Even Better If: Things we did that can be improved.
    - What things to improve and how to do it in the next sprint

Result Items

- List of WWW (What Went Well)
    - Complete the designs, write the user interface code on schedule
- List of IBI (Even Better If)
    - Change the way of managing the work that the project team is doing
- List of things to improve, and how, in the next sprint
    - Focus more on the back-end to keep pace

Capstone 2 – 2021 – Food Care

Retrospective Meeting Information			
Product	Food Care		
Subject	Retrospective meeting after Sprint 3		
Location	Google Meet (Meeting online)		
Date and Time	*Date*	*Start Time*	*End Time*
	23 May 2021	8:00 AM	11:00 AM
Attendees	- Huynh Dac Vinh - Tran Quoc Trung - Dang Van Duan - Ton That Minh Huy		
Related documents	Sprint backlog 3		

Content
- Discussed and identified   (WWW) What Went Well: Good things that we did in previous sprint   (IBI) Even Better If: Things we did that can be improved.   - What things to improve and how to do it in the next sprint

Result Items
- List of WWW (What Went Well)   - Complete the designs, write the user interface code on schedule   - List of IBI (Even Better If)   - Focus more on the back-end   - List of things to improve, and how, in the next sprint   - Focus more on the back-end to keep pace