**Weekly Report**

**14/10/2024 – 20/10/2024**

Group ID: **Group 5**

Project Name: **PotPal**

Prepared by: **Lê Thanh Minh Trí**

Team members:

22127422 - **Lê Thanh Minh Trí** *Project Manager*   
22127234 - **Cao Hoàng Lộc**

22127257 - **Phạm Minh Mẫn**

22127418 - **Nguyễn Khánh Toàn**

22127450 - **Phạm Anh Văn**

# Achievements since last week:

| **STT** | **Description** | **Due Date** | **Responsibility** | **%Complete** |
| --- | --- | --- | --- | --- |
| 1 | Prepare Project Description | 23/10/2024 | All members | 40% |
| 2 | Survey Suitable Framework | 26/10/2024 | All members | 25% |
| 3 | Discuss Role Distribution | 26/10/2024 | All members | 40% |
| 4 | Discuss Project Expectations | 26/10/2024 | All members | 50% |
| 5 | Survey Suitable Tools for Project | 20/10/2024 | Trí, Toàn | 100% |

# Issues and impacts:

1. Subject of the project has been decided. The project main features and development plan has been visualized.

2. The team still hasn’t decided on frameworks for development yet. Still conflicted on whether to choose one full-stack framework or one framework each for front-end and back-end.

3. The role of each member is still not assigned yet. Each member's weakness and strength are still being heavily discussed.

4. Selected platforms are: Discord for work discussions, Messenger for announcements and emergencies, GitHub for codebase management and Jira for tasks management.

5. Project Description: Finished the description’s main structure, finished introduction, target users and environments. Need to work on the product's features list.

# Next week's goals:

| **STT** | **Description** | **Due Date** | **Responsibility** |
| --- | --- | --- | --- |
| 1 | Complete Project Description | 23/10/2024 | Văn, Lộc |
| 2 | Complete Software Development Plan | 27/10/2024 | All members |
| 3 | Survey Suitable Framework | 26/10/2024 | All members |
| 4 | Finish Role Assignment | 26/10/2024 | Trí |
| 5 | Setup Project Tools | 26/10/2024 | Trí |