**Weekly Report**

**04/11/2024 – 10/11/2024**

Group ID: **Group 5**

Project Name: **PotPal**

Prepared by: **Lê Thanh Minh Trí**

Team members:

22127422 - **Lê Thanh Minh Trí** *Project Manager - Technical Leader*  
22127234 - **Cao Hoàng Lộc** *Tester - Business Analyst - Backend Developer*

22127257 - **Phạm Minh Mẫn** *UI/UX Engineer - Front End Developer*

22127418 - **Nguyễn Khánh Toàn** *UI/UX Designer - Frontend Developer*

22127450 - **Phạm Anh Văn** *Database Designer - Backend Developer*

# Achievements since last week:

| **STT** | **Description** | **Due Date** | **Responsibility** | **%Complete** |
| --- | --- | --- | --- | --- |
| 1 | Complete Use Case Document | 10/10/2024 | Mẫn | 100% |
| 2 | Update Software Development Plan Document | 10/10/2024 | Toàn | 100% |
| 3 | Update Vision Document | 10/10/2024 | Trí | 100% |
| 4 | Design website logo and layout | 10/10/2024 | Văn | 100% |
| 5 | Update Sprint 2 backlogs | 10/10/2024 | Lộc | 100% |

# Issues and impacts:

* Completed Use Case Document.
* Finished updating Vision Document.
* Finished updating Software Development Plan Document.
* Designed a logo and the website layout.
* Rescheduled and updated sprint 2 backlogs.

# Next week's goals:

| **STT** | **Description** | **Due Date** | **Responsibility** |
| --- | --- | --- | --- |
| 1 | Setup coding environment | 16/11/2024 | Văn |
| 2 | Design admin website UI | 16/11/2024 | Toàn |
| 3 | Design customer website mechanism | 16/11/2024 | Mẫn |
| 4 | Draw UML model | 16/11/2024 | Lộc |
| 5 | Prepare Software Architecture Document | 16/11/2024 | Trí |