

Planning Meeting Report

25/12/2023

Group ID: 14

Project Name: BOOKEE

Prepared by: Ho Bach Nhu Quynh

Team members:

21127364 – **Pham Thi Phuong Nam** *Project manager, Developer*

21127115 – **Tran Thanh Ngan** *Business Analyst, Developer*

21127176 – **Le Thi Hoai Thu** *Developer*

21127412 – **Ho Bach Nhu Quynh** *Tester, Developer*

21127476 – **Le Nguyen Phuong Uyen** *Developer*

1. Achievements:

STT	Description	Due Date	Responsibility	%Complete
1	Update Software Architecture Document	16/12/2023	PTPNam, TTNgan, LTHThu	100%
2	Code back-end (will continue in sprint 5)	5/1/2024	PTPNam, TTNgan, LTHThu	60%
3	Writing UI prototype	16/12/2023	HBNQuynh, LNPUyen	100%
4	Writing test plan and test case document	4/1/2023	HBNQuynh	20%
5	Making powerpoint for presentation	3/1/2024	LNPUyen	10%

2. Problems:

- There are no problems doing the documents in this sprint.
- Everyone communicates with each other and completes all the tasks on time.

3. This sprint's goals:

STT	Description	Due Date	Responsibility
1	Writing test plan and test case document	4/1/2024	HBNQuynh
2	Continue coding back-end		PTPNam, TTNgan, LTHThu
3	Making powerpoint for presentation	3/1/2024	LNPUyen
4	Presentation	5/1/2024	All team