***Session 1***

1. Identify project scope and objective
2. Define object

* In technology generation, using the application to control the operation is the most important tool that every business needs to use, in order to increase the transaction number or high performance.
* We decided to choose and create this project because fitness club needs to improve their performance, using computer and store data instead of using paper or another traditional way.
* In this system, we plan to create the best application for users to manage every operations including trainee registration, attendance management, sale service, online payment, and so on.

1. Define how we will measure their success

* After the project has finished and the product will be delivered, we also provide and show them how to use this system by using real-time training, documentation or manual and we also provide them maintenance and support service.
* Every project that we have created, we always focus on how to make the performance better. Now, we receive the new project that the fitness club needs us to do. So we have thinking, design, analysis to help them improve dramatically.

***Session 2***

1. Identify project products and activities
2. Which are the deliverables

* At the end of objectives, we always go to see customer or stakeholders and let them to see what we have done is what they want follow as requirements. Therefore, the result will be appreciated by customers because we keep iterating with customers as much as possible.
* At the end of the project timeline, the product will be delivered and installed into computer’s customers and let them to have the final test the application.

1. Identify Activities

* For activities, we have divided so many activities in order to let the teammates implement. Therefore, the duration of development will be decrease and the delivered will be faster.

1. Identity Milestones

* Each milestone in objectives, as a project manager, I have to test the application on each module to see if the result follow customer’s requirement or not, is there any bug, is the objective have been delivered on time.