Weekly Report 1

13/05/2024 – 20/05/2024

Group ID: **08**
Project Name: LOGiT
Prepared by: Nhâm Đức Huy

Team members:
21127432 - **Lê Ngọc Thảo** *Project Manager, UI/UX Designer, Frontend Developer, Backend Developer, Tester*
22127042 - **Lê Nguyễn Minh Châu** *AI Engineer, Backend Developer, Tester*
22127129 - **Nguyễn Tấn Hoàng** *AI Engineer, Backend Developer, Tester*
22127158 - **Nhâm Đức Huy** *UI/UX Designer, Frontend Developer, Backend Developer, Tester*
22127213 - **Võ Minh Khôi** *Project Manager, Business Analyst, Frontend Developer, Backend Developer, Tester*

1. Achievements since last week:

STT	Description	Due Date	Responsibility	%Complete
1	Brainstorm and choose project idea	20/5/2024	All members	100
2	Research Flutter, Firebase, OCR	20/5/2024	Thảo	100

2. Issues and impacts:

1. **Difficulty Aligning Team Schedules:** Team members have conflicting schedules, making it challenging to organize brainstorming sessions. This has delayed the initial ideation process, potentially pushing back the timeline for proposal submission. To mitigate this, we are using a scheduling tool to find common available slots and considering shorter, more frequent meetings.

2. **Disagreements on Project Scope:** Team members have differing opinions on the scope and objectives of the project, leading to prolonged discussions and delays in drafting the proposal. To address this, we are conducting a scope definition workshop with a facilitator to align on key objectives and ensure everyone is on the same page.

3. Next week's goals:

STT	Description	Due Date	Responsibility
1	Research Flutter, Firebase, OCR (cont'd)	27/5/2024	All members
2	Complete Project Proposal (Introduction)	27/5/2024	Thảo
3	Complete Project Proposal (Target users and environments)	27/5/2024	Thảo
4	Complete Project Proposal (Key features)	27/5/2024	Khôi
5	Applying the Waterfall process	27/5/2024	All members
6	Writing Project Plan and Vision Document	27/5/2024	All members