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Nguyen Anh Vu - 103806007	5
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swingroup04

- ✓ Welcome to your team space!
 - We've added some suggestions and placeholders. Everything is customizable.
 - Get started with page templates:
 - [Project plan](#)
 - [Meeting notes \[19-09-23\]](#)
 - <https://group04swin.atlassian.net/wiki/spaces/group04/pages/360758> Can't find link
 - Check out [Get the most out of your team space](#) [UNDEFINED](#) for more tips.

Project Proposal

COS20031 - Class 2 - Group 4

Team Homepage

This template is brought to you by HubSpot, a marketing, sales, and service platform.

Welcome to Group 2.4

Team metrics

Project Brief Research #1

Updated Sep 18, 2023

ON TRACK / OFF TRACK

Project Proposal #2

Updated Oct 1, 2023

ON TRACK / OFF TRACK

Conceptual Data Model #3

Updated Oct 8, 2023

ON TRACK / OFF TRACK

About Us

Group 04 is a family. We're here for each other through thick and thin. We support each other, we celebrate each other's successes, and we pick each other up when we're down. We're a team of friends who are always there for each other.

Meet the team

Doan Minh Hieu 104168106@student.swin.edu.au Team Leader	Anh Vu Nguyen 103806007@student.swin.edu.au Member
Mai Hanh Pham 104198828@student.swin.edu.au Member	Tuan Linh Nghiem 104187363@student.swin.edu.au Member
Huy Hoang Nguyen 103844984@student.swin.edu.au Member	

Our blog

It takes time to write and publish blog content, and it can be challenging to stick to a regular schedule. Small teams or teams that are under a lot of pressure to complete tasks on time may find this particularly difficult.

Resources

Restrict search to this space's space key.

Latest updates

Recently Updated

Progress Report

11 minutes ago • contributed by Doan Hieu

Project plan

25 minutes ago • contributed by Doan Hieu

Team Health

26 minutes ago • contributed by Doan Hieu

Updated Entity Relationship (ER) Diagram (20/10/2023)

32 minutes ago • contributed by ANH VU NGUYEN

Capture.PNG

32 minutes ago • attached by ANH VU NGUYEN

Roles and Responsibilities

44 minutes ago • contributed by Doan Hieu

Product requirements

about an hour ago • contributed by Doan Hieu

Risk Management Matrix

about 2 hours ago • contributed by Doan Hieu

Persona - HR Staff

yesterday at 2:54 PM • contributed by Doan Hieu

swingroup04

Oct 02, 2023 • contributed by Doan Hieu

image-20231001-172505.png

Oct 02, 2023 • attached by Doan Hieu

image-20231001-172504.png

Oct 02, 2023 • attached by Doan Hieu

swingroup04_2023-10-02_12.11am.png

Oct 02, 2023 • attached by Doan Hieu

Persona - Candidate

Oct 02, 2023 • contributed by ANH VU NGUYEN

Working Agreement - Group 4

Oct 01, 2023 • contributed by Doan Hieu

Where to find us


Discord

Microsoft Outlook


Featured resources

<https://r.mtdv.me/articles/fundamental-principles-in-design>


1Environments I like to work in	No particular preferences	
Preferred working hours	9pm - 2am	...
Communication preferences	Messages	
Preferred ways to receive feedback	Constructive feedback only!	
Things I need	Peace of mind	(π~π)
How I learn best	By suffering from stress	
Things I struggle with	Keeping a positive mind	
Things I love	Cats ><	<ol style="list-style-type: none"> 1 ^_/\ 2 (o.o) 3 > ^ <
If I were an animated gif/meme/animal/song, I would be...	dead 😊	
My favorite saying	"Time is the only direction we don't have a choice over."	
Other things I want you to know about me	nah thanks	(x~x)

 For a facilitation guide and more info on running this play with your team, visit <https://www.atlassian.com/team-playbook/plays/my-user-manual>


Environments I like to work in	I prefer to work from my home, available everyday except weekend.	
Preferred working hours	8:30 AM - 5:00 PM	
Communication preferences	Messages	
Preferred ways to receive feedback	Constructive feedback only!	
Things I need	Directly immediately	
How I learn best	By having copium	
Things I struggle with	Keeping a positive mind	
Things I love	Games	
If I were an animated gif/meme/animal/song, I would be...	Invisible, unknown to anyone	"Now you see me, soon you don't."
My favorite saying	"Time is running out."	
Other things I want you to know about me	I like to mod C&C games, preferably YR	

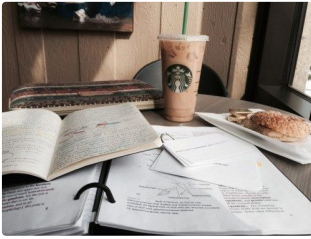

 For a facilitation guide and more info on running this play with your team, visit <https://www.atlassian.com/team-playbook/plays/my-user-manual>


Environments I like to work in	Peace and quiet such as home, library	
Preferred working hours	10am - 12pm 2pm - 5pm 9pm - 12am	...
Communication preferences	Messages, call	
Preferred ways to receive feedback	Short sentences, get to the main point	
Things I need	A computer	
How I learn best	In a quiet place	
Things I struggle with	time management	
Things I love	Gaming, racing, animal	
If I were an animated gif/meme/animal/song, I would be...	Jojo	
My favorite saying	"Yare Yare Daze"	
Other things I want you to know about me	You will never know	

 For a facilitation guide and more info on running this play with your team, visit <https://www.atlassian.com/team-playbook/plays/my-user-manual>

Environments I like to work in	No particular preferences	
Preferred working hours	7pm-1am	...
Communication preferences	Voice chat or Messages	
Preferred ways to receive feedback	Constructive feedback only!	
Things I need	Money	
How I learn best	Working	
Things I struggle with	Finance	
Things I love	Money	
If I were an animated gif/meme/animal/song, I would be...	Nothing.	
My favorite saying	"Money is the most universal and most efficient system of mutual trust ever devised."	
Other things I want you to know about me		(x...x)

 For a facilitation guide and more info on running this play with your team, visit <https://www.atlassian.com/team-playbook/plays/my-user-manual>

Environments I like to work in	<ul style="list-style-type: none"> • At home • In another study place like a coffeehouse or school library. 	
Preferred working hours	Available entire day, except for time spent at school	
Communication preferences	Contact me via Messenger (for emergency), email to being assigned tasks.	
Preferred ways to receive feedback	In person or online via Google Gmail or Messenger (as soon as possible)	
Things I need	A mentor and a laptop	
How I learn best	With recommended resources and good mentor	
Things I struggle with	Code about MySQL, and Databases	
Things I love	Computers and books	
If I were an animated gif/meme/animal/song, I would be...	A panda	
My favorite saying	Try your best within your ability	
Other things I want you to know about me	Please do not communicate with me if it is not necessary.	

 For a facilitation guide and more info on running this play with your team, visit <https://www.atlassian.com/team-playbook/plays/my-user-manual>

Meeting notes [19-09-23]

Date

19/09/2023: Online meeting with team

Via: Discord

Participants

- Meeting participants: @Doan Hieu @ANH VU NGUYEN @MAI HANH PHAM @HUY HOANG NGUYEN @Nghiem Tuan Linh


Goals


- Learn about the whole team
- Create a timeline
- Understand project requirements
- Understand the team's communication, documentation, and management tools

Discussion topics

Time	Item	Presenter	Notes
7pm - 8pm	Microphone	Whole team	Present individually in order to get to know everyone in the team
8pm - 9pm	Printed documents	Team Leader	Explain and provide each team member with important documents and a Q&A about the upcoming project
9pm - 9.30pm	PowerPoint presentations, graphs	Project Analyst	Discuss and evaluate with everyone about the upcoming limitation and difficulties of project

Action items

- ☐ Prepare PowerPoint presentations
- ☐ Take notes
- ☐  Decisions

 Gather resources

 Schedule a regular meeting

 Get used to Confluence/Jira

Meeting notes [26-09-23]

Date

26/09/2023: Online meeting with team

Via: Discord

Participants

- Meeting participants: @Doan Hieu @ANH VU NGUYEN @MAI HANH PHAM @HUY HOANG NGUYEN @Nghiem Tuan Linh


Goals

- Re-disseminate detailed plan, timelines and personnel
- Set project tasks for team
- Assign every tasks for each team members
- Distribute necessarily related resources for each team member


Discussion topics

Time	Item	Presenter	Notes
8pm - 9.30pm	PowerPoint presentations, notes	Team leader	A detailed plan in each period of project
9.30pm - 10pm	Printed documents, PowerPoint presentations	Secretary	Explain and provide each team member with different tasks
10pm - 10.30pm	PowerPoint presentations, data tables, MindMap	Project analyst	Discuss in order to find and minimize potential risks

Action items

- ☐ Improve PowerPoint presentations
- ☐ Create MindMaps
- ☐  Decisions

 Gather more resources

 Assign tasks for each team member

 Set up meetings with stakeholders

A provision for team member underperformance

Sample email

From: @Doan Hieu

To: <Employee Name>

CC:

Date:

Subject: Performance Improvement Plan

Dear <Employee Name>,



The purpose of this letter is to clarify expectations regarding your role, document performance issues that are preventing you from meeting those expectations, and give you the opportunity to address those issues and raise your performance to a satisfactory level.


Starting on <Date>, you are being placed on a performance improvement plan to address the issues outlined below. Over the next <Number> days, you must constructively address these concerns and meet all expectations for performance. If you don't make adequate progress or we identify additional problems, we may terminate your contribution at our group 4.

Review the information outlined below and ask me if you have any questions. I will meet with you regularly to review your progress, offer guidance, and provide feedback on your performance. For your next meeting, please prepare an action plan explaining how you plan to meet the expectations outlined below and what steps you will take during this period to improve your performance.

If you have questions about your performance improvement plan, please feel free to contact me.


Performance improvement plan for

Expectation	Deficit	Examples
 Objective:		
Expectation	Deficit	Examples
		<ul style="list-style-type: none">•••
 Objective:		

Expectation	Deficit	Examples
		<ul style="list-style-type: none"> • • •
 Objective:		

Manager signature	
Employee signature	
Date	

Working Agreement - Group 4

 Use this template to create agreements that establish how your team will work well together when running the [Working Agreements Play](#) from [The Atlassian Team Playbook](#).

Team Preferences

Team Member	Anh Vu Nguyen - 103806007	Huy Hoang Nguyen - 103844984	Minh Hieu Doan - 104168106	Mai Hanh Pham - 104198828	Tuan Linh Nghiem - 104187363
Working location and timezone	Hanoi - UCT+7	Hanoi - UCT+7	Hanoi - UCT+7	Hanoi - UCT+7	Hanoi - UCT+7
Working hours and commitments	8:30 AM - 5:00 PM	8 AM - 12 AM 1 PM - 5 PM 8 PM - 12 PM	9AM - 12AM 10PM - 12 PM	8:30 AM - 11:30 AM 8 PM - 12:00 AM	8:30PM - 12:00AM
Working environment and preferences	I prefer to work from my home, available everyday except weekend.	I prefer to work in a quiet place, it could be at home, school, library	I prefer to work in silence and without distraction.	I prefer to work at home, available every day except school days.	I prefer to work from home, available on weekends and from Monday to Wednesday.
How I like receiving feedback	Directly immediately, or another scheduled time	As soon as possible	If only they are constructive	Please contact via Messenger or Email	Via Messenger
Context about me	I love modding C&C games.	I love gaming, racing.	I am a walking contradiction. I love turning on the A.C while covering myself with a blanket.	I am easily panicked about deadlines.	I work best under immense pressure.

Communication Channels

Channel	Purpose	Audience	Standards
Confluence	Documentation, resources	Project Team	Verify on a regular basis
Discord	Work related conversations, documentation	Project Team	Open by default

Microsoft Outlook	Announcements	Project Team	Timely responses
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Meetings

Objective	Team members discuss about the project	Team works on the project proposal
Outcomes	Team has a better understanding of members and project's requirements	Team creates a well-defined plan for how we will collaborate and mitigate challenges
Format	Online meeting (whole team on Discord)	Online meeting (whole team on Discord)
Who	group04 (@Doan Hieu @ANH VU NGUYEN @HUY HOANG NGUYEN @MAI HANH PHAM @Nghiem Tuan Linh)	group04 (@Doan Hieu @ANH VU NGUYEN @HUY HOANG NGUYEN @MAI HANH PHAM @Nghiem Tuan Linh)
Resources	Laptops, project brief, presentations, notes	Laptops, presentations, notes
How will we show up?	Respect the time and each other	Respect the time and each other
How will we manage follow up?	Take notes	Take notes, draw diagrams, keep drafts

Escalation Process

Decider	How	Transparency	Feedback Loop
@Doan Hieu	We will identify potential problems	Discussions will be held by the team	We will bring suggestions to stakeholders using mail
@Doan Hieu	We will elaborate on the benefits and drawbacks of available options	Discussions will be held by the team	We will share findings with stakeholders using mail
@Doan Hieu	We will present our project proposal via Confluence	The decision process will be shared with the team	We will share this project proposal with stakeholders

Continuous Improvement

Purpose	How	Standards
Lessons learnt, milestones	Google Doc	Learnings will be recorded for future reference

Sharing feedback	Voice chat - Discord	Opinions will be documented
Celebrating success	Small parties	No alcohol

Project plan

Driver	Dynamic recruiting platform
Approver	@Doan Hieu
Contributors	group04 (@Doan Hieu @ANH VU NGUYEN @HUY HOANG NGUYEN @MAI HANH PHAM @Nghiem Tuan Linh)
Informed	Greeliving Learning Hub (duchangnhim@gmail.com)
Objective	To assist people in establishing a career, match learning requirements with employment prospects and provide training programs and job placement services
Due date	Nov 26, 2023
Key outcomes	Database Management System
Status	NOT STARTED / IN PROGRESS / COMPLETE

Problem Statement

The lack of a backend system on the current Greeliving website precludes it from functioning as a dynamic recruiting platform that can connect job seekers and employers, as well as assisting people in building a prosperous career.

Greeliving is presently unable to successfully or efficiently manage the content of its website, which may result in obsolete or erroneous information, and may annoy companies and job seekers.

Moreover, Greeliving is unable to develop an efficient hiring platform that makes use of real-time data for both candidates and employers. This may result in a burdensome application procedure, which could make it challenging for both companies and job seekers to identify the best applicants and suitable positions.

Our team will need to come up with a solution to address this problem so that Greeliving will be able to:

- Give applicants a platform to create and manage their profiles, which should include their preferences for jobs
- Give employers the ability to handle applications, post job vacancies, and keep track of the recruiting process
- Assist in placing applicants in positions according to their qualifications, experience, and preferences
- Permit applicants to use the platform to directly schedule interviews with employers
- Give applicants recommended training programs that will help them advance their careers and improve their chances of being hired

Scope

Must have:	<ul style="list-style-type: none">• Profile Management• Job Posting• Application Management• Job Matching• Interview Schedule• Training Courses Recommendation
Nice to have:	<ul style="list-style-type: none">• Content Security Policy• Backup Server• Responsive Web Design
Not in scope:	<ul style="list-style-type: none">• User Interface• Search Engine Optimization

Timeline

401Client must be authenticated to access this resource.

► Milestones and deadlines

Milestone	Owner	Deadline	Status
Project Proposal	group04 (@Doan Hieu @ANH VU NGUYEN @HUY HOANG NGUYEN @MAI HANH PHAM @Nghiem Tuan Linh)	Oct 1, 2023	COMPLETE
Progress Report	group04 (@Doan Hieu @ANH VU NGUYEN @HUY HOANG NGUYEN @MAI HANH PHAM @Nghiem Tuan Linh)	Oct 22, 2023	IN PROGRESS
Process and Product Video	group04 (@Doan Hieu @ANH VU NGUYEN @HUY HOANG NGUYEN @MAI HANH PHAM @Nghiem Tuan Linh)	Nov 26, 2023	NOT STARTED
Final Report and Product Deliverable	group04 (@Doan Hieu @ANH VU NGUYEN @HUY HOANG NGUYEN @MAI HANH PHAM @Nghiem Tuan Linh)	Nov 26, 2023	NOT STARTED

🔗 Reference materials

[Project Brief - COSxGreeliving](#)

Roles and Responsibilities

Overvie

Identify and discuss team responsibilities by following the instructions for the [Roles and Responsibilities Play](#).

Team	Group 2.4
Team members	group04 (@Doan Hieu @ANH VU NGUYEN @HUY HOANG NGUYEN @MAI HANH PHAM @Nghiem Tuan Linh)
Date	05/09/2023
Team mission	Working in a small team, use design thinking to solve a client's data management issue

Roles and responsibilities

Roles	Responsibilities (what others think)	Responsibilities (what I think)	Assigned
Project Manager	A team leader is someone who oversee the project's planning, execution, and delivery of outcomes. They should ensure that each member who assign each project task should stay on schedule and desired results.	Honestly, the project manager plays a crucial role in keeping the project goal organized as well as the project's sprints should be clear and rational. They are also responsible for coordinating the efforts of the entire team.	@Doan Hieu is voted in this position for his carefulness and seriousness will lead the whole team.
Database administrator	A database administrator is somebody that is responsible for managing and maintaining the database, not only ensuring data integrity, security, but also monitoring the project performance.	Personally, a database administrator is essential in project, especially database project. They understand how data operates, managing them not be lost, and summarizing the necessary information related to software or data systems for the developer team to set up.	@ANH VU NGUYEN is assigned this position because of the ability to monitor and analyze data with high accuracy.
Developer	Developers are in charge of the hands-on labor of writing code and design database. Aside from coding, they must provide frequent updates to the Project Manager. Developers work together with other members to ensure that the project runs well.	In my opinion, developers, in addition to the mentioned responsibilities that people think, also continuously ensure security, optimize the design, solve problems arising and successfully implement the required backend system.	group04 (@MAI HANH PHAM @ANH VU NGUYEN @Doan Hieu @HUY HOANG NGUYEN @Nghiem Tuan Linh) together


			perform this task.
Quality Assurance Engineer	<p>The QA engineer is a specialist who helps projects by guaranteeing that proper processes are followed during the development process. Their goal is to assure project quality at the process level. The QA Engineer, who is also in charge of developing tools for automating procedures that test database quality.</p>	<p>Quality assurance engineers are responsible for verifying that the database solution meets the project requirements while hunting out any hidden flaws, malfunctions, or areas where the data may fall short. Whose motive it is to approve a backend system's quality and usefulness, ensuring it sails easily over the waves of quality standards. This role entails not just using the best testing methodologies, but also getting data from a variety of tests to back up its decision.</p>	<p>@HUY HOANG NGUYEN is suitable for this position due to the fact that he has the experience accumulated for the task.</p>
Support and Maintenance team	<p>The Support and Maintenance Team is in charge of two major areas. Monitoring and issue resolution are part of support, and certain jobs are now automated. Enhancements, problem repairs, and upgrades are examples of maintenance initiatives. To maintain systems up to date and efficient, these initiatives go through numerous phases such as requirements gathering, design, coding, testing, and deployment.</p>	<p>The Support and Maintenance team, in my opinion, is a group providing ongoing support, updates and maintenance for the project. In addition, they will also provide documents on the project's requirements, keep in touch with Team Developers and Project Manager to ensure the latest updated-essential documents to support the project success.</p>	<p>@MAI HANH PHAM @Nghiem Tuan Linh undertake this task with the ability to record documents, and provide them timely to the developers.</p>

Unassigned responsibilities

Cameraman as well as video editor

Content creator for promotion

Risk Management Matrix

 This template is brought to you by Stiltsoft, an Atlassian platinum partner.

Background

The Greeliving Learning Hub website's database system design is a challenging undertaking with a variety of possible pitfalls. Technical risks, Schedule risks, and Cost risks are the three basic categories into which these dangers can be divided.

We may detect and evaluate all of the potential hazards connected to the database system design project by performing a risk assessment. This will assist our team in creating strategies for reducing these risks' likelihood and effects.

Additionally, throughout the project, the risk assessment needs to be updated often to account for any adjustments made to the project's scope, schedule, or budget.

Our group 4, in particular, may improve the likelihood that the database system design project will be successful by doing this thorough risk assessment.

Risks management

Identify and prioritize risks based on their probability and severity. Then define what further actions you need to take to control the risks, and who needs to carry out these actions.

Risk rating

LOW	MEDIUM	HIGH	EXTREME
<ul style="list-style-type: none">AcceptableOk to proceed	<ul style="list-style-type: none">As low as reasonably practicableTake mitigation efforts	<ul style="list-style-type: none">Generally unacceptableSeek support	<ul style="list-style-type: none">IntolerablePlace event on hold

- Scalability and performance: As the platform expands, it may encounter scalability and performance concerns, such as poor loading times, server failures, or inadequate resources to manage rising traffic.
- Lack of sufficient skills: The database designer lacks the knowledge and expertise needed to create a reliable and expandable database.
- Inadequate testing: If the database is not adequately tested before deployment, this could result in unforeseen issues that are not identified until after the website is released.
- Changes in requirements that were not anticipated could cause the project's completion date to be postponed.
- Lack of communication among team members: Misunderstandings and errors may occur if team members do not communicate clearly with one another.
- Insufficient communication between the team and stakeholders could result in misunderstandings regarding the project's requirements or expectations.

- Attacks that use database injection techniques, such as SQL injection, which takes advantage of flaws in SQL queries. As a result, attackers may be able to edit, steal, or even take over the database server.
- User adoption and engagement: The platform may fail to develop momentum if users do not find it entertaining and valuable. Low user adoption rates can have an influence on the project's success.
- Budget management: Managing the project within the budget and resources available might be difficult. Unexpected expenses or resource restrictions can have a negative impact on project deadlines and quality.
- Weather-related disruptions: Because the Greenliving Learning Hub initiative is mostly focused on online activities, website and database development, weather-related disruptions are unlikely to have a substantial impact.
- Energy cost fluctuations: Energy expenses have no impact on the project because it is an internet platform.

	SEVERITY			
	ACCEPTABLE <i>Little to no effect on event</i>	TOLERABLE <i>Effects are felt, but not critical to outcome</i>	UNDESIRABLE <i>Serious impact to the course of action and outcome</i>	INTOLERABLE <i>Could result in disaster</i>
LIKELIHOOD				
IMPROBABLE <i>Risk is unlikely to occur</i>			*Insufficient communication between the team and stakeholders *Lack of sufficient skills	*Inadequate testing *SQL injection
POSSIBLE <i>Risk will likely occur</i>	*Weather-related disruptions	*User adoption and engagement	*Budget management	*Scalability and performance
PROBABLE <i>Risk will occur</i>	*Energy cost fluctuations	*Changes in requirements	*Lack of communication among team members	

✓ Action items

- ☐ Design the systems with scalability in mind, and utilize cloud resources as appropriate.
- ☐ Make use of a clear database design process.
- ☐ Track the database's performance with a database monitoring tool to spot any potential issues early on.
- ☐ Sort the requirements into priority lists and note any important dependencies.
- ☐ Utilize a thorough testing method to adequately test the database before deployment.
- ☐ Create a backup plan in case there is a significant delay.
- ☐ Maintain clear communication channels, and engage team members in regular contact.
- ☐ Keep track of decisions and agreements, and record all communication.
- ☐ Utilize input validation to ensure that the database only contains legitimate data and lessen the risk of SQL injection.
- ☐ Collect user input on a regular basis, iterate on the platform to improve user experience, and promote the platform's value to users.
- ☐ Implement tight project management and budget tracking, and be ready to change the project scope as needed.
- ☐ For any on-site events, consider watching weather forecasts and having backup plans in place to reschedule or move if required.

☐ Energy-efficient measures might be considered to preserve cost-effectiveness and environmental sustainability.

Persona - Candidate

Persona name	David
Persona role	Candidate
Job description	Currently Unemployed

Demographic information

Age	22
Gender	Male
Education level	Under Graduate

User story

David is currently final year of an university school and he is unemployed. He wanted to find an internship that will allow him to start to make his own money and having more experiences on the courses he is studying. However, finding an internship proves to be difficult as not many companies have an internship position of what he is studying

Empathy map

	Candidate
Say	I can use Greeliving to apply for a job I can apply to multiple companies Greeliving can allow me to find the job I want
Does	Look for job opportunities, Look for courses to learn Create a profile
Think	Want beginner training for the job Want to learn skills that are related to my job Wants their profile to be noticed by employers
Feel	Feel bewildered because they don't know where to start Feel nervous because they don't have training or prior experience Lack of confidence

Persona - HR Staff

Persona name	Mary
Persona role	HR Staff - Employer
Job description	Find a suitable employee

Company

Company name	Grand Blue
Company size	Average

User Story

Mary is an employee in HR Department. Her job demands her to find a suitable candidate for the vacant positions. Lately the company is having a shortage of workforces in a certain department, however there are only few people that applies, not to mention if they fit the job description. Mary is having a hard time to find suitable candidate for her company.

Empathy Map

	Company HR
Say	Greeliving can bring me some potential candidates Greeliving helps the company work faster I can make a schedule for multiple interviews using Greeliving
Does	Find candidates who want to apply for open vacancies Use Greeliving to keep track of candidates who applied Make a schedule for multiple interviews
Think	Find many talented candidates Easy reviews of candidate profiles Take less time to categorize candidates
Feel	Proud to find a potential candidate Feels excited when receiving lots of candidates

Enthusiastic about the platform's potential to get top-notch candidates

Product requirements

Add Product requirements

Target release	Nov 26, 2023
Epic	SWIN-18: High TO DO SWIN-19: Medium TO DO
Document status	DRAFT
Document owner	@Doan Hieu
Designer	@HUY HOANG NGUYEN
Tech lead	@ANH VU NGUYEN
Technical writers	@MAI HANH PHAM
QA	@Nghiem Tuan Linh

🎯 Objective

To provide a dynamic, user-friendly database system that enables the smooth hiring platform for candidates and employers on the new Greeliving Learning Hub website.

This goal is clear, quantifiable, doable, pertinent, and time-bound. It also fits with the issue that the current website lacks a database management system and backend system, as is stated on the Project Plan page.

The following criteria should be taken into account when designing this database system:

- It should be able to manage and retain a wide range of data, such as learner data, training plans, candidate profiles, and job advertisements.
- It must be simple for many users to use and update.
- It can also provide individuals with various training programs.

📊 Success metrics

Goal	Metric
Time to market	Handle stakeholder deadlines effectively and efficiently
User satisfaction	Easy to use and maintain database system

🤔 Assumptions

- Numerous people, including candidates, employers, and students, will visit the website.
- A lot of traffic will need to be handled by the website.
- A lot of data will need to be stored on the website and managed.
- For the website to grow in the future, it must be scalable.

🌟 Milestones

401Client must be authenticated to access this resource.



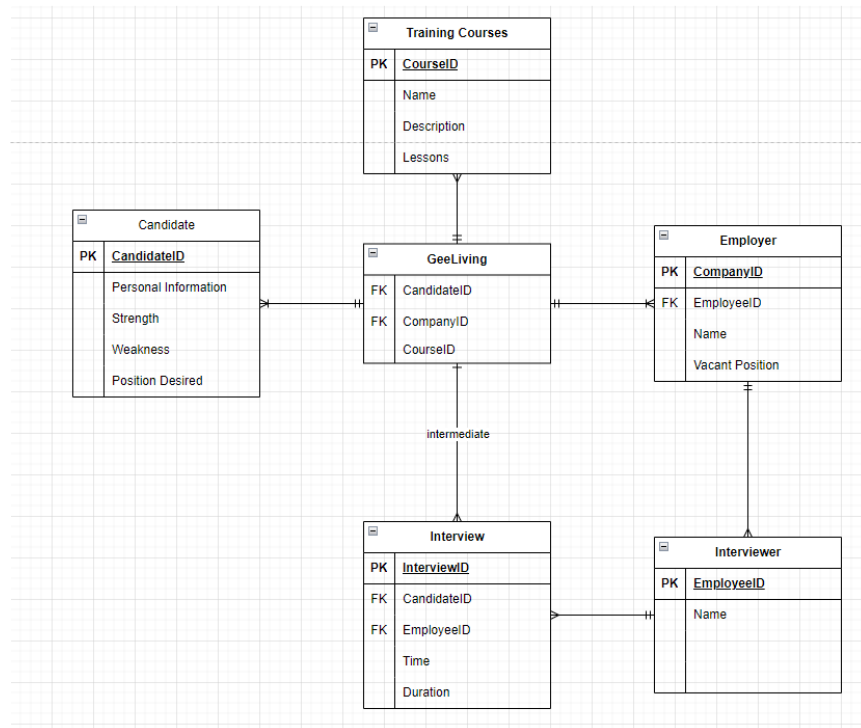
Requirements

Requirement	User Story	Stakeholder	Importance	Jira Issue	Notes
Account Creation and Management	As a HR staff, I would like to create and update my account so that I can scout talents that fit what we want.	HR staff	HIGH	SWIN-15	
Profile Information	As a candidate, I want to create, view, edit and update my personal profile so that the employer can have a more insightful understanding of my background.	Candidate	HIGH	SWIN-9	
Appointment making	As a candidate, I would like an option to book an interview so that I can apply for a job.	Candidate	HIGH	SWIN-4	
Searching for a job	As a candidate, I want to filter a job list so that I can search for a job that interests me.	Candidate	HIGH	SWIN-20	
Notification system	As a candidate, I want to set notification for the interviews, so that I don't miss any of my schedule.	Candidate	MEDIUM	SWIN-13	
List of training programs	As a candidate, I would like to find if there are any courses that fit me so that I can improve my skills and knowledge.	Candidate	MEDIUM	SWIN-16	
Contacts	As a candidate, I would like an option to directly communicate with my employer so that I can efficiently exchange my opinions with my employer.	Candidate	MEDIUM	SWIN-7	


⚠ Out of Scope

- User Interface (UI)
- Content Security Policy

Updated Entity Relationship (ER) Diagram (20/10/2023)






Team Health

 Use the project team health monitor template to keep track of your team's health. Keep this template in your team space and if there are any areas that you're not confident are green, dive into the plays to get back on track. For detailed facilitation instructions go to [health monitor for project teams](#).

Team name	Group 4
Sponsor	Greeliving Learning Hub
Health monitor cadence	HEALTHY

Team health assessment

With your team, read the definition of each attribute of healthy, high-performing teams out loud. On the count of three have each person rate how they feel the team is doing compared to each definition (thumbs-up/green, thumbs-sideways/yellow, thumbs-down/red). Record the results of each attribute rating in the table. Highlight each cell using this color code: **HEALTHY** = "We're strong here", **BIT SICK** = "We're ok... but a little shaky", **SICK** = "We're not healthy".

Area	Oct 20,2023
 Full-time owner There is one lead who is accountable for the result of this project. This needs to be someone whose time is at least 80% dedicated to it, and who can champion the mission inside and outside of the team.	We debated whether @Doan Hieu or @ANH VU NGUYEN should be Full-time owner because they both had experience working on Web-based full-stack project. However, @Doan Hieu stepped up to the job as the one to shoulder the responsibility. We are very confident as he did a lot of research in advance and have a quite clear direction of where the project is heading.
 Balanced team Roles and responsibilities are clear and agreed upon. The project has people with the right blend of skill set. Acknowledge that team members can change by stage.	We have spent a lot of time trying to understand each member's strength and weaknesses and we have assigned roles accordingly. Although some member started out slightly unfamiliar with the role, everyone is getting more and more comfortable with their position everyday.
 Shared understanding The team has a common understanding of why they're here , the problem/need, are convinced about the idea, confident they have what they need, and trust each other.	We understood clearly the problem and each member pitch their solution and we incorporate it to our project.

 Value and metrics It's clear what success means from a business and user's perspective, and there is a unique value proposition in place for the target users and to the business. Success is defined, with a goal, and how it will be measured.	Our goal are clearly defined and we have the deadlines clearly marked on our Jira timeline.
 Proof of concept Some sort of demonstration has been created and tested, that demonstrates why this problem needs to be solved, and demonstrates its value.	We have drafted out an ER diagram to show our understanding of the why the problem need to be solved and its value. Despite lacking a few content, we have been working around the clock, taking documentation to further improve our ER diagram.
 One-pager The project is summarized in a one-pager and shared with anyone so that they understand the purpose of the project, and its value.	Our project summary is on our Confluence space.
 Managed dependencies Clear understanding of complexity, infrastructure involved, risks, resources, effort, and timeline. Clear understanding of who we depend on, and who depends on us .	We have clear role division and have maintained a clear line of communication. We often have member work in pairs so we clearly know who works best with who.
 Velocity The team is making incremental progress by shipping concrete iterations to stakeholders (and, even better, to production), learning along the way, and implementing lessons learned , resulting in greater success.	Despite having the schedule stacked, we have utilized every minute of our free time to make up for it.

Focus areas

Ask your team to collectively come up with one attribute you want to focus on. Then, call out ways to move the **SICK** or **BIT SICK** toward **HEALTHY**. Make sure they are actionable, specific, and measurable.

Date	Focus areas and action items
	We chose to improve our team balance to increase team efficiency. <input checked="" type="checkbox"/>
21/10/2023	Host a meeting to explain to the team members why cross-training is valuable. Emphasize that it can lead to personal and professional growth, enhance job satisfaction, and increase

	overall team productivity. @HUY HOANG NGUYEN will collect opinions of each team member about the other person who they were assigned to work with.
2.2/10/2023	Examine the feedback from the assessments. Determine any areas where several team members have similar skills. @Doan Hieu will start putting together or assign tasks that will fit the pair best or may change whether this pair should continue working together or not.
24/10/2023	Begin putting the new roles and duties in place. Ensure that each team member understands their responsibilities and has the resources or assistance needed to complete them. Create a method for regular check-ins and status updates. @MAI HANH PHAM will take note of the check-in and compile it. This can be a short daily or monthly meeting to discuss any difficulties or triumphs.
29/10/2023	Conduct a review to assess how well the new pairs are working. Make any necessary adjustments based on feedback and observations.
31/10/2023	Reflect on the progress made and discuss any further improvements that can be made to enhance team balance.

Next steps

Consider running the plays in suggested in [Step 2 of the facilitation instructions](#) for improving **BIT SICK** and **SICK** attribute areas . Don't treat these as prescriptions! You know your team better than anyone, so check them out, [explore other plays](#), and do what you think is best.

Progress Report

This progress report is for our project to develop a backend system for a dynamic recruiting platform. The project is being managed by group04 and the team consists of group04 (@Doan Hieu @ANH VU NGUYEN @HUY HOANG NGUYEN @MAI HANH PHAM @Nghiem Tuan Linh).

The purpose of this progress report is to provide an update on the project's progress, to address a number of problems, and to record our changes.

We have taken steps to mitigate the risks and difficulties identified in our Project Proposal, and we are confident that these steps will help us to stay on track to meet the project's schedule.

Here is a list of our changes since our Project Proposal:

1. Project Plan:

We updated the Problem statement, the Objectives, the Scope and the Jira Timeline (with modified user stories and dependency lines between tasks)

2. Roles and Responsibilities:

We updated the details regarding each person's role and duties.

3. Risk Assessment Matrix:

We expanded the list of potential risks and included their mitigating measures.

4. Persona & Empathy Map:

We moved the pages into a more practical sequence and changed the Persona to make it more appropriate.

5. Initial ER diagram:

We improved and changed our current diagram.