WEEKLY MEETING NOTES
-----------*Sprint 3 (Week 2)*-----------
14/11/2021 - 28/11/2021

1. General:

Date: 24/11/2021 (Wednesday)
Start: 9h00
End: 9h15
Duration: 15 min

2.Details:

1.Present:

1/ Bui Huynh Trung Nam
2/ Hoang Huu Giap
3/ Ngo Truong Tuyen
4/ Nguyen Phan Vu
5/ Nguyen Tan Viet

2.Absent:

Empty

3.Reports:

a/ Bui Huynh Trung Nam:

- **Completed:**
  - ~~Make plan for sprint 3 - 100%~~
    Completion Date: 14/11/2021
  - ~~Update use-case specification - 100%~~
    Completion Date: 15/11/2021
  - ~~Class diagram - 100%~~
    Completion Date: 23/11/2021
  - ~~Landing page (front-end) - 100%~~
    Completion Date: 22/11/2021
  - ~~Use-case specification: View review/trailer (comment, rating, add to favorite list) - 100%~~
    Completion Date: 21/11/2021
  - ~~Use-case specification: View and edit profile - 100%~~
    Completion Date: 20/11/2021

- **To-do:**

- Design database - 80%
- Write 1st weekly report - 0%
- Read document - self learning - 90%

- **Problems:**
  Empty

b/ Hoang Huu Giap
- **Completed:**
  - ~~Update use-case specification - 100%~~
    Completion Date: 14/11/2021
  - ~~Update project plan section 4 - 100%~~
    Completion Date: 16/11/2021
  - ~~Define software architecture - 100%~~
    Completion Date: 16/11/2021
  - ~~Login, logout, change password (front-end) - 100%~~
    Completion Date: 21/11/2021
  - ~~Use-case specification: Upload (review, trailer,..) - 100%~~
    Completion Date: 22/11/2021
  - ~~Use-case specification: Edit (review,..) - 100%~~
    Completion Date: 23/11/2021
  - ~~Connect database - 100%~~
    Completion Date: 22/11/2021
- **To-do:**
  - Test and release - 0%
  - Use-case specification: Favorite list - 70%
  - Read document - self learning - 90%

- **Problems:**
  Empty

c/ Ngo Truong Tuyen:
- **Completed:**
  - ~~Update Git - 100%~~
    Completion Date: 14/11/2021
  - ~~Update use-case specification - 100%~~
    Completion Date: 14/11/2021
  - ~~Profile: User Information - 100%~~
    Completion Date: 09/10/2021
  - ~~Class diagram - 100%~~

Completion Date: 23/11/2021
- Use-case specification: Report - 100%
Completion Date: 19/11/2021
- Use-case specification: History - 100%
Completion Date: 21/11/2021
- Landing page (front-end) - 100%
Completion Date: 22/11/2021
- **To-do:**
  - Design database - 80%
  - Write 1st weekly report - 0%
  - Read document - self learning - 90%
- **Problems:**
  Empty

d/ Nguyen Phan Vu:
- **Completed:**
  - Write planning meeting notes - 100%
  Completion Date: 14/11/2021
  - Weekly meeting notes 1 - 100%
  Completion Date: 17/11/2021
  - Update use-case specification - 100%
  Completion Date: 16/11/2021
  - Define software architecture - 100%
  Completion Date: 16/11/2021
  - Use-case specification: History - 100%
  Completion Date: 21/11/2021
  - Weekly meeting notes 1 - 100%
  Completion Date: 24/11/2021
- **To-do:**
  - Create child-pages (front-end) - 60%
  - Review meeting notes - 0%
  - Connect database - 0%
  - Test and release - 0%
  - Use-case specification: Classify Movie - 70%
  - Read document - self learning - 90%
- **Problems:**
  Empty

e/ Nguyen Tan Viet
- **Completed:**

- ~~Update Trello Board - 100%~~
Completion Date: 14/11/2021
- ~~Update use-case specification - 100%~~
Completion Date: 15/11/2021
- ~~Update project plan section 4 - 100%~~
Completion Date: 16/11/2021
- ~~Use-case specification: Register account - 100%~~
Completion Date: 23/11/2021
- ~~Use-case specification: Login(out)t - 100%~~
Completion Date: 23/11/2021

- **To-do:**
  - Menu and button (front-end) - 0%
  - Create child-pages (front-end) - 60%
  - Create database - 0%
  - Gather and connect (source code**)** - 80%
  - Synchronize (front-end) - 80%
  - Use-case specification: Movie Ranking View - 50%
  - Read document - self learning - 90%

- **Problems:**
  Empty

-----------*Sprint 3 (Week 1)*----------- *14/11/2021 - 28/11/2021*

1. General:
Date: 17/11/2021 (Wednesday)
Start: 9h00
End: 9h15
Duration: 15 min

2.Details:
1.Present:
1/ Bui Huynh Trung Nam
2/ Hoang Huu Giap
3/ Ngo Truong Tuyen
4/ Nguyen Phan Vu
5/ Nguyen Tan Viet

2.Absent:
Empty

3.Reports:
a/ Bui Huynh Trung Nam:
- **Completed:**
  - ~~Make plan for sprint 3 - 100%~~
    Completion Date: 14/11/2021
  - ~~Update use-case specification - 100%~~
    Completion Date: 15/11/2021
- **To-do:**
  - Write 1st weekly report - 0%
  - Class diagram - 30%
  - Landing page (front-end) - 0%
  - Read document - self learning - 20%
  - Use-case specification: View review/trailer (comment, rating, add to favorite list) - 60%
  - Use-case specification: View and edit profile - 0%

- **Problems:**
  Empty

b/ Hoang Huu Giap
- **Completed:**
  - ~~Update use-case specification - 100%~~
    Completion Date: 14/11/2021
  - ~~Update project plan section 4 - 100%~~
    Completion Date: 16/11/2021
  - ~~Define software architecture - 100%~~
    Completion Date: 16/11/2021
- **To-do:**
  - Login, logout, change password (front-end) - 70%
  - Use-case specification: Upload (review, trailer,.) - 0%
  - Use-case specification: Edit (review,..) - 0%
  - Use-case specification: Favorite list - 0%
  - Read document - self learning - 20%

- **Problems:**
  Empty

c/ Ngo Truong Tuyen:

- **Completed:**
  - Update use-case specification - 100%
    Completion Date: 14/11/2021
  - Profile: User Information - 100%
    Completion Date: 09/10/2021
- **To-do:**
  - Class diagram - 30%
  - Use-case specification: Report - 80%
  - Use-case specification: History - 0%
  - Write 1st weekly report - 0%
  - Landing page (front-end) - 0%
  - Read document - self learning - 20%
- **Problems:**
  Empty

d/ Nguyen Phan Vu:

- **Completed:**
  - Write planning meeting notes - 100%
    Completion Date: 14/11/2021
  - Weekly meeting notes 1 - 100%
    Completion Date: 17/11/2021
  - Update use-case specification - 100%
    Completion Date: 16/11/2021
  - Define software architecture - 100%
    Completion Date: 16/11/2021
- **To-do:**
  - Use-case specification: History - 0%
  - Use-case specification: Classify Movie - 0%
  - Read document - self learning - 20%

- **Problems:**
  Empty

e/ Nguyen Tan Viet

- **Completed:**
  - Update Trello Board - 100%
    Completion Date: 14/11/2021
  - Update use-case specification - 100%
    Completion Date: 15/11/2021

- ~~Update project plan section 4 - 100%~~
  Completion Date: 16/11/2021
- **To-do:**
  - Gather and connect (source code**) -** 0%
  - Synchronize (front-end) - 0%
  - Use-case specification: Register account - 60%
  - Use-case specification: Login(out) - 0%
  - Use-case specification: Movie Ranking View - 0%
  - Read document - self learning - 20%

- **Problems:**
  Empty

-----------*Sprint 2 (Week 2)*----------- *31/10/2021 - 14/11/2021*

1. General:

Date: 10/11/2021 (Wednesday)
Start: 9h00
End: 9h15
Duration: 15 min

2.Details:

1.Present:

1/ Bui Huynh Trung Nam
2/ Hoang Huu Giap
3/ Ngo Truong Tuyen
4/ Nguyen Phan Vu
5/ Nguyen Tan Viet

2.Absent:

Empty

3.Reports:

a/ Bui Huynh Trung Nam:

- **Completed:**

- Make plan for sprint 2 - 100%
Completion Date: 31/10/2021
- Write 1st weekly report - 100%
Completion Date: 04/11/2021
- Update SDP - section 3: Project Organization - 100%
Completion Date: 02/10/2021
- Use-case specification - 100%
Completion Date: 06/10/2021
- **To-do:**
  - Read document - self learning - 70%
  - Design database - 80%
  - Admin Rights: User List - 90%
  - Admin Rights: Add Movie(trailer,review) - 80%

1. **Problems:**
   1. I'm not familiar with CSS so it's a bit difficult

b/ Hoang Huu Giap
- **Completed:**
  - Update SDP - section 4.2: Project plan - 100%
Completion Date: 01/10/2021
  - Use-case specification - 100%
Completion Date: 09/11/2021
  - Login/Logout - 100%
Completion Date: 07/11/2021
  - Connect To Database - 100%
Completion Date: 07/11/2021
- **To-do:**
  - Read document - self learning - 80%
  - Design database - 80%
  - Weekly report meeting 2 - 0%
2. **Problems:**
   Empty

c/ Ngo Truong Tuyen:
- **Completed:**
  - Use-case model - 100%
Completion Date: 01/11/2021
  - Write 1st weekly report - 100%

Completion Date: 04/11/2021
- ~~Update SDP - section 1: Introduction and section 2: Project Overview - 100%~~
Completion Date: 02/10/2021
- ~~Use-case specification - 100%~~
Completion Date: 05/10/2021
- ~~Profile: User Information - 100%~~
Completion Date: 09/10/2021
  - **To-do:**
    - Read document - self learning - 60%
    - Design database - 80%
    - Profile: Favorite List - 80%
    - Update use-case model - 0%
  3. **Problems:**
    1. Some problems when working with use-cases model

d/ Nguyen Phan Vu:
  - **Completed:**
    - ~~Write planning meeting notes - 100%~~
Completion Date: 31/10/2021
    - ~~Weekly meeting notes 1 - 100%~~
Completion Date: 03/11/2021
    - ~~Use-case specification - 100%~~
Completion Date: 07/11/2021
    - ~~Weekly meeting notes 2 - 100%~~
Completion Date: 10/11/2021
  - **To-do:**
    - Read document - self learning - 40%
    - Review meeting notes - 0%
    - Design database - 80%
    - Review Movie Page: Content - 60%
    - Review Movie Page: Comment - 20%
    - Review Movie Page: Reaction - 0%
    - Review Movie Page: Rating - 0%
  4. **Problems:**
    1. For the first time using HTML and CSS, it is difficult to self-learning and design websites

e/ Nguyen Tan Viet
  - **Completed:**
    - ~~Update Trello Board - 100%~~

Completion Date: 31/10/2021
- ~~Update SDP - section 4.3: Project Monitoring and Control~~ - 100%
Completion Date: 01/10/2021
- ~~Homepage: Searchbox~~ - 100%
Completion Date: 09/10/2021
- **To-do:**
  - Use-case specification - 30%
  - Read document - self learning - 80%
  - Weekly report meeting 2 - 0%
  - Design database - 80%
  - Create database - 0%
  - Homepage: Menu - 70%
  - Homepage: Movie Ranking List - 0%
5. **Problems:**
   1. I'm not familiar with CSS so it's a bit difficult

-----------*Sprint 2 (Week 1)*----------- *31/10/2021 - 14/11/2021*

1. General:

Date: 03/11/2021 (Wednesday)
Start: 9h00
End: 9h15
Duration: 15 min

2.Details:

1.Present:

1/ Bui Huynh Trung Nam
2/ Hoang Huu Giap
3/ Ngo Truong Tuyen
4/ Nguyen Phan Vu
5/ Nguyen Tan Viet

2.Absent:

Empty

3.Reports:

a/ Bui Huynh Trung Nam:

- **Completed:**
  - ~~Make plan for sprint 2 - 100%~~
    Completion Date: 31/10/2021
  - ~~Write 1st weekly report - 100%~~
    Completion Date: 04/11/2021
  - ~~Update SDP - section 3: Project Organization - 100%~~
    Completion Date: 02/10/2021
- **To-do:**
  - Use-case specification - 40%
  - Read document - self learning - 50%
  - Design database - 70%
  - Admin Rights: User List - 0%
  - Admin Rights: Add Movie(trailer,review) - 0%

- **Problems:**
  Empty

b/ Hoang Huu Giap
- **Completed:**
  - ~~Update SDP - section 4.2: Project plan - 100%~~
    Completion Date: 01/10/2021
- **To-do:**
  - Use-case specification - 40%
  - Read document - self learning - 50%
  - Design database - 70%
  - Weekly report meeting 2 - 0%
  - Login/Logout - 0%
  - Connect To Database - 0%
- **Problems:**
  Empty

c/ Ngo Truong Tuyen:
- **Completed:**
  - ~~Use-case model - 100%~~
    Completion Date: 01/11/2021
  - ~~Write 1st weekly report - 100%~~
    Completion Date: 04/11/2021
  - ~~Update SDP - section 1: Introduction and section 2: Project Overview - 100%~~
    Completion Date: 02/10/2021

- **To-do:**
  - Use-case specification - 40%
  - Read document - self learning - 50%
  - Design database - 70%
  - Profile: User Information - 0%
  - Profile: Favorite List - 0%
  - ...
- **Problems:**
  1. I don't know what the table at the top of the page is for
  2. Some unfinished task for next week

d/ Nguyen Phan Vu:
- **Completed:**
  - ~~Write planning meeting notes - 100%~~
    Completion Date: 31/10/2021
  - ~~Weekly meeting notes 1 - 100%~~
    Completion Date: 03/11/2021
- **To-do:**
  - Use-case specification - 40%
  - Read document - self learning - 50%
  - Review meeting notes - 0%
  - Design database - 70%
  - Weekly meeting notes 2 - 0%
  - Review Movie Page: Content - 0%
  - Review Movie Page: Comment - 0%
  - Review Movie Page: Reaction - 0%
  - Review Movie Page: Rating - 0%
- **Problems:**
    Empty

e/ Nguyen Tan Viet
- **Completed:**
  - ~~Update Trello Board - 100%~~
    Completion Date: 31/10/2021
  - ~~Update SDP - section 4.3: Project Monitoring and Control - 100%~~
    Completion Date: 01/10/2021
- **To-do:**
  - Use-case specification - 40%
  - Read document - self learning - 50%
  - Weekly report meeting 2 - 0%

- Design database - 70%
- Create database - 0%
- Homepage: Searchbox - 0%
- Homepage: Menu - 0%
- Homepage: Movie Ranking List - 0%
- **Problems:**
  Empty

-----------*Sprint 1 (Week 2)*-----------
17/10/2021 - 31/10/2021

1. General:

Date: 27/10/2021 (Wednesday)
Start: 9h00
End: 9h30
Duration: 30 mins

2.Details:

1.Present:
1/ Bui Huynh Trung Nam
2/ Hoang Huu Giap
3/ Ngo Truong Tuyen
4/ Nguyen Phan Vu
5/ Nguyen Tan Viet

2.Absent:
Empty

3.Reports:
a/ Bui Huynh Trung Nam:
- **Completed:**
  - ~~Organizational Structure - 100%~~
    Completion Date: 18/10/2021
  - ~~Roles and Responsibilities - 100%~~
    Completion Date: 19/10/2021

- Problem Statement - 100%
  Completion Date: 24/10/2021
- **To-do:**
  - Fill in the table - 0%
  - Product Position Statement - 80%
  - Weekly report meeting 1 - 0%

- **Problems:**
  1. I don't know what the table at the top of the page is for
  2. Some unfinished task for next week

b/ Hoang Huu Giap
- **Completed:**
  - Phase and Iteration Plan - 100%
    Completion Date: 17/10/2021
  - Releases - 100%
    Completion Date: 19/10/2021
  - Project Schedule - 100%
    Completion Date: 27/10/2021
- **To-do:**
  - Fill in the table - 0%
  - Weekly report meeting 2 - 0%

- **Problems:**
  1. I don't understand about the 4.2.3 part of Project Plan. My student email can't use MS project so I use Gantt Chart instead.
  2. Some unfinished task for next week

c/ Ngo Truong Tuyen:
- **Completed:**
  - Introduction - 100%
    Completion Date: 19/10/2021
  - Project Purpose Scope and Objectives - 100%
    Completion Date: 17/10/2021
  - Assumption and Constraints - 100%
    Completion Date: 18/10/2021
  - Project Deliverables - 100%
    Completion Date: 18/10/2021

- Product Features - 100%
  Completion Date: 26/10/2021
- **To-do:**
  - Fill in the table - 0%
  - Product Perspective - 0%
  - Assumptions and Dependencies - 0%
  - Weekly report meeting 1 - 0%

- **Problems:**
  1. I don't know what the table at the top of the page is for
  2. Some unfinished task for next week

d/ Nguyen Phan Vu:
- **Completed:**
  - Planning meeting notes - 100%
    Completion Date: 17/10/2021
  - Weekly meeting notes 1 - 100%
    Completion Date: 20/10/2021
  - Introduction - 100%
    Completion Date: 26/10/2021
- **To-do:**
  - Fill in the table - 0%
  - Weekly meeting notes 2 - 0%
  - Review meeting notes - 0%
  - References - 0%
- **Problems:**
  1. I don't know what the table at the top of the page is for
  2. Some unfinished task for next week, bc no references have been used yet

e/ Nguyen Tan Viet
- **Completed:**
  - Update Trello Board - 100%
    Completion Date: 17/10/2021
  - Reporting - 100%
    Completion Date: 18/10/2021
  - Risk Management - 100%
    Completion Date: 19/10/2021
  - Configuration Management - 100%
    Completion Date: 19/10/2021

- ~~Stakeholder summary - 100%~~
  Completion Date: 25/10/2021
- ~~User summary - 100%~~
  Completion Date: 25/10/2021
- ~~User environment - 100%~~
  Completion Date: 26/10/2021
- ~~Summary of key stakeholders or user needs - 100%~~
  Completion Date: 26/10/2021

- **To-do:**
  - Fill in the table - 0%
  - Alternatives and competitions - 70%
  - Weekly report meeting 2 - 0%
- **Problems:**
  1. I don't know what the table at the top of the page is for
  2. Some unfinished task for next week

-----------*Sprint 1 (Week 1)*----------- 17/10/2021 - 31/10/2021

1. General:

Date: 20/10/2021 (Wednesday)
Start: 9h00
End: 9h15
Duration: 15 mins

2.Details:

1.Present:

1/ Bui Huynh Trung Nam
2/ Hoang Huu Giap
3/ Ngo Truong Tuyen
4/ Nguyen Phan Vu
5/ Nguyen Tan Viet

2.Absent:

Empty

3.Reports:

a/ Bui Huynh Trung Nam:

- **Completed:**
  - ~~Organizational Structure - 100%~~
    Completion Date: 18/10/2021
  - ~~Roles and Responsibilities - 100%~~
    Completion Date: 19/10/2021
- **To-do:**
  - Fill in the table - 0%
  - Problem Statement - 0%
  - Product Position Statement - 0%
  - Weekly report meeting 1 - 0%
- **Problems:**
  1. I don't know what the table at the top of the page is for
  2. Some unfinished task for next week

b/ Hoang Huu Giap

- **Completed:**
  - ~~Phase and Iteration Plan - 100%~~
    Completion Date: 17/10/2021
  - ~~Releases - 100%~~
    Completion Date: 19/10/2021
  - Project Schedule - 60%
- **To-do:**
  - Fill in the table - 0%
  - Weekly report meeting 2 - 0%
- **Problems:**
  1. I don't know what the table at the top of the page is for
  2. Some unfinished task for next week

c/ Ngo Truong Tuyen:

- **Completed:**
  - ~~Introduction - 100%~~
    Completion Date: 19/10/2021
  - ~~Project Purpose Scope and Objectives - 100%~~
    Completion Date: 17/10/2021
  - ~~Assumption and Constraints - 100%~~
    Completion Date: 18/10/2021
  - ~~Project Deliverables - 100%~~
    Completion Date: 18/10/2021

- **To-do:**
    - Fill in the table - 0%
    - Product Features - 0%
    - Weekly report meeting 1 - 0%
- **Problems:**
    1. I don't know what the table at the top of the page is for
    2. Some unfinished task for next week

d/ Nguyen Phan Vu:
- **Completed:**
    - ~~Planning meeting notes - 100%~~
      Completion Date: 17/10/2021
- **To-do:**
    - Fill in the table - 0%
    - Weekly meeting notes 1 - 0%
    - Weekly meeting notes 2 - 0%
    - Review meeting notes - 0%
    - Reference - 0%
    - Introduction - 0%
- **Problems:**
    1. I don't know what the table at the top of the page is for
    2. Some unfinished task for next week

e/ Nguyen Tan Viet
- **Completed:**
    - ~~Update Trello Board - 100%~~
      Completion Date: 17/10/2021
    - ~~Reporting - 100%~~
      Completion Date: 18/10/2021
    - ~~Risk Management - 100%~~
      Completion Date: 19/10/2021
    - ~~Configuration Management - 100%~~
      Completion Date: 19/10/2021
- **To-do:**
    - Fill in the table - 0%
    - Stakeholder summary - 0%
    - User summary - 0%
    - User environment - 0%
    - Summary of key stakeholders or user needs - 0%
    - Alternatives and competitions - 0%

- Weekly report meeting 2 - 0%
- **Problems:**
    1. I don't know what the table at the top of the page is for
    2. Some unfinished task for next week

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09/10/2021 - 16/10/2021

1. General:
Date: 15/10/2021 (Friday)
Start: 9h00
End: 9h15
Duration: 15 mins

2.Details:
1.Present:
1/ Bui Huynh Trung Nam
2/ Hoang Huu Giap
3/ Ngo Truong Tuyen
4/ Nguyen Phan Vu
5/ Nguyen Tan Viet

2.Absent:
Empty

3.Reports:
a/ Bui Huynh Trung Nam:
- **Completed:**
    Workflow management
- **To-do:**
    Empty
- **Problems:**
    Empty

b/ Hoang Huu Giap
- **Completed:**

Create Drive
- **To-do:**
Empty
- **Problems:**
Empty

c/ Ngo Truong Tuyen:
- **Completed:**
Create Github
- **To-do:**
Empty
- **Problems:**
Empty

d/ Nguyen Phan Vu:
- **Completed:**
Create Docs Files
- **To-do:**
Empty
- **Problems:**
Empty

e/ Nguyen Tan Viet
- **Completed:**
Create Trello Board
- **To-do:**
Empty
- **Problems:**
Empty

***Summary:
Although having a bit of trouble with the directory structure and new working method , all members have successfully completed their assigned work.