**Weekly Report**

**17/10/2021 – 23/10/2021**

Group ID: **03**

Project Name: **Movie Reviews and Ratings**

Prepared by: **BHTNam, NNTuyen**

Team members:

19127478 - **Bui Huynh Trung Nam***Project manager*   
19127622 - **Ngo Truong Tuyen** *Designer*   
19127629 - **Nguyen Tan Viet** *Business Analyst*  
19127633 - **Nguyen Phan Vu** *Tester*

19127640 - **Hoang Huu Giap** *Developer*

# Achievements since last week:

| **STT** | **Description** | **Due Date** | **Responsibility** | **%Complete** |
| --- | --- | --- | --- | --- |
| 1 | Make plan for sprint 1 | 17/10/2021 | BHTNam | 100 |
| 2 | Choose language, IDE, set up | 18/10/2021 | All members | 100 |
| 3 | Research and self learning | 19/10/2021 | All members | 100 |
| 4 | Write 1st weekly meeting report, planning meeting note | 20/10/2021 | NPVu | 100 |
| 5 | Write 1st weekly report | 21/10/2021 | BHTNam  NNTuyen | 100 |
| 6 | Write SDP - section 1: Introduction and section 2: Project Overview | 22/10/2021 | NNTuyen | 100 |
| 7 | Write SDP - section 3: Project Organization | 22/10/2021 | BHTNam | 100 |
| 8 | Write SDP - section 4.2: Project plan | 22/10/2021 | HHGiap | 100 |
| 9 | Write SDP - section 4.3: Project Monitoring and Control | 22/10/2021 | NTViet | 100 |
| 10 | Manage Trello | 23/10/2021 | NTViet | 100 |

# Note: Some documents will be used to submit on moodle as SDP, weekly report..., so maybe we will add 2 days extra after the deadline to check for mistakes in syntax or format files,... to maximum goal and prepare to submit (enhance performance or quality)

# Issues and impacts:

1. This is our first time to work together so we have some difficulty when discussing (Responsible: All members, Action date: Sun 17th, 2021).
2. Using Trello is a little bit difficult, such as set timeline for assignments, ...(Responsible: NTViet, Action date: Sun 17th, 2021).
3. Do not understand deeply in detail of team organization(Responsible:BHTNam, Action date: Sun 20th, 2021).
4. Do not have enough information for plan (Responsible: HHGiap, Action date: Sun 20th, 2021).

# Next week's goals:

| **STT** | **Description** | **Due Date** | **Responsibility** |
| --- | --- | --- | --- |
| 1 | Write 2nd weekly meeting report | 29/10/2021 | NPVu |
| 2 | Write Vision document - section 1: Introduction | 28/10/2021 | NPVu |
| 3 | Write Vision document - section 2: Positioning | 28/10/2021 | BHTNam |
| 4 | Write Vision document - section 3: Stakeholder and User Descriptions | 28/10/2021 | NTViet |
| 5 | Write Vision document - section 4: Product Features | 28/10/2021 | NNTuyen |
| 6 | Write Vision document - section 5: Non-Functional Requirements | 28/10/2021 | HHGiap |
| 7 | Write 2nd weekly report | 29/10/2021 | HHGiap  NTViet |
| 8 | Manage Trello | 29/10/2021 | NTViet |
| 9 | Write review meeting note | 30/10/2021 | NPVu |
| 10 | Update documents on Github | 30/10/2021 | NNTuyen |
| 11 | Write project schedule with Gantt Chart | 24/10/2021 | HHGiap |