

SPRINT PLANNING MEETING - PA5



I. MEETING MINUTES

Date: May 24th, 2024 Time: 11am - 11:40am Location: University Campus	Attendance: <ul style="list-style-type: none">- Nguyễn Tấn Phát- Nguyễn Trọng Phúc- Nguyễn Dương Trường Sinh- Nguyễn Thị Ngọc Châm- Trần Minh Triết Absent: None
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II. AGENDA

- Planning for sprint 5
- Assign tasks to team members

1. PLANNING FOR SPRINT 5

Tasks	Prioritize
Prepare a test plan (PA5. a)	High
Design test cases (PA5. a)	High
Execute test cases, summarize and report test results (PA5. a)	High
Design slides for project presentation (PA5. b)	Medium
Prepare script for the presentation (PA5. b)	Medium
Complete final submission (PA5.c)	Medium

2. ASSIGN TASKS TO TEAM MEMBERS

Tasks	Assigned member	Deadline
Prepare a test plan (PA5. a)	Tấn Phát + Minh Triết	9pm, 01/06/2024
Design test cases (PA5. a)	Trọng Phúc + Trường Sinh	9pm, 05/06/2024
Execute test cases, summarize and report test results (PA5. a)	All	9pm, 10/06/2024

Design slides for project presentation (PA5. b)	Trọng Phúc + Ngọc Châm	10pm, 11/06/2024
Prepare script for the presentation (PA5. b): - Problem statement, product position statement	Tấn Phát	10pm, 11/06/2024
Prepare script for the presentation (PA5. b): - Project management	Ngọc Châm	10pm, 11/06/2024
Prepare script for the presentation (PA5. b): - Software requirements: use-case model, non-functional requirements	Trường Sinh	10pm, 11/06/2024
Prepare script for the presentation (PA5. b): - Analysis and design: architecture and technologies used	Trọng Phúc	10pm, 11/06/2024
Prepare script for the presentation (PA5. b): - Software testing	Minh Triết	10pm, 11/06/2024
Complete final submission (PA5.c)	All	10pm, 11/06/2024