**SPRINT PLANNING MEETING - PA4**

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# **I. MEETING MINUTES**

| **Date:** May 17th, 2024  **Time:** 9pm - 9:40pm  **Location:** Google Meet | **Attendance:**   * 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 4**
* **Assign tasks to team members**

## **1. PLANNING FOR SPRINT 4**

| **Tasks** | **Prioritize** |
| --- | --- |
| Revise the Software Architecture Document (SAD) | Medium |
| Sketch the user interface for the system (UI prototype) | High |
| Write the weekly report (PA4. c) | High |

## **2. ASSIGN TASKS TO TEAM MEMBERS**

| **Tasks** | **Assigned member** | **Deadline** |
| --- | --- | --- |
| Revise the Software Architecture Document (SAD) | Minh Triết + Trường Sinh | 9pm, 25/05/2024 |
| Sketch the user interface for the system (Role Teacher) | Trọng Phúc | 9pm, 25/05/2024 |
| Sketch the user interface for the system (Role Learner) | Ngọc Châm | 9pm, 25/05/2024 |
| Sketch the user interface for the system (Role Admin) | Tấn Phát | 9pm, 25/05/2024 |
| Write the weekly report (PA4. c) | All | 10pm, 25/05/2024 |