**SPRINT REVIEW MEETING - PA4**

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# **I. MEETING MINUTES**

| **Date:** May 24th, 2024  **Time:** 11am - 11:40am  **Location:** University Campus | **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**

* **Review the last sprint**
* **Team building**

## **1. REVIEW THE LAST SPRINT**

* **What went well.** 
  + Cooperated and completed PA4 on time.
* **What problems and what caused the problems.** 
  + The time to revise Logical View (Section 4 of the SAD) is quite rushed due to waiting for feedback from the TA.
  + There is not much time to design all the user interfaces.
* **What can be done differently in the next sprint to improve the project?** 
  + Seek Timely Feedback: Proactively reach out to the TA earlier to ensure timely feedback, allowing more time for revisions.
  + Prioritize Tasks: Prioritize critical sections, focusing on the most impactful elements first.
  + Contact the teacher when having difficulties and questions.
* **What lessons we could learn?** 
  + Learning how to use user interface design tools.
  + Iterative Development: Adopting an iterative approach to both design and documentation allows for continuous improvement and adjustments based on feedback, rather than waiting until the end.
  + Flexibility: Being flexible and adaptable in response to delays or changes can help maintain project momentum and ensure that key deliverables are still met.