Planning Meeting Report

**08/07/2023 - 22/07/2023**

Group ID: 03

Project Name: **Coding Kittens**

Team members:

21127170 - **Nguyễn Thế Thiện** *Project manager, Server*

21127027 - **Đinh Hoàng Duy** *Front end*

21127039 - **Phan Lý Bảo Hạnh** *Database*

21127056 - **Lâm Thiều Huy** *Server*

Time and date: 22h00 (GMT + 7), 21/07/2023.

Team members present:

21127170 - **Nguyễn Thế Thiện**

21127027 - **Đinh Hoàng Duy**

21127039 - **Phan Lý Bảo Hạnh**

21127056 - **Lâm Thiều Huy**

Team members absent: none.

**1. Identify upcoming tasks:**

|  |  |
| --- | --- |
| **No.** | **Description** |
| 1 | Use-case specification – 2nd submission |
| 2 | Define software architecture (SAD) |
| 3 | Report documentation |
| 4 | Project development |

**2. Tasks assignment:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Description** | **Start Date** | **Due** **Date** | **Responsibility** |
| 1 | SAD 1 + 2 + 3 | 23/07/2023 | 27/07/2023 | Huy |
| 2 | SAD 4: Front-end | 23/07/2023 | 27/07/2023 | Duy |
| 3 | SAD 4: Server | 23/07/2023 | 27/07/2023 | Thiện |
| 4 | SAD 4: Database | 23/07/2023 | 27/07/2023 | Hạnh |
| 5 | Use-case specification readjustments | 23/07/2023 | 04/08/2023 | Thiện |
| 9 | Weekly meeting report week 1 | 24/07/2023 | 31/07/2023 | Duy |
| 10 | Weekly meeting report week 2 | 31/07/2023 | 06/08/2023 | Hạnh |
| 11 | Review and planning meeting reports | 04/08/2023 | 06/08/2023 | Thiện |