

VNUHCM - University of Science

CS300 - CSC13002 - Introduction to Software Engineering

PLANNING MEETING REPORT

Sprint #1

18.05.2024 - 01.06.2024

- **Group ID:** 08
- **Group Name:** Super Idol
- **Project Name:** SIBOOKS WEB
- **Reporter:** Lê Phước Phát - 22127322

Student ID	Full Name	Email	Phone Number	Absent / Present
22127174	Ngô Văn Khải	nvkhai22@clc.fitus.edu.vn	0765505836	Present ▾
22127205	Bùi Lê Khôi	blkhoi22@clc.fitus.edu.vn	0369380864	Present ▾
22127322	Lê Phước Phát	lpphat22@clc.fitus.edu.vn	0769619867	Present ▾
22127388	Tô Quốc Thanh	tqthanh22@clc.fitus.edu.vn	0706892767	Present ▾
22127441	Thái Huyền Tùng	thtung22@clc.fitus.edu.vn	0901091940	Present ▾

I. Planning Meeting Information

- Meeting Date: 18.05.2024
- Meeting Time: 20h30 GMT+7 (VN Time)
- Meeting Location: Zoom Meeting ([link here](#))

II. Planning Meeting Description

1. Identifying and prioritizing tasks

Criteria	Problems	Affect	Probability	Consequences	Solutions
Technology	Platform, Framework and Programming Language have not been determined.	Project ▾	Very High ▾	Catastrophic ▾	<p>First of all, each member must learn about all frameworks and choose the most suitable framework and its programming language such as:</p> <ul style="list-style-type: none">• Platform: Win/Mac Form, Mobile App, Web App• Frontend: ReactJS, NodeJS, VueJS, Angular, JQuery, Qt Creator, ...• Backend:<ul style="list-style-type: none">○ Python: Flask, Django, FastAPI, ...○ Java / JavaScript: NodeJS, Express JS, ...○ C#: ASP.NET Core, ...○ Golang, Flutter, Swiftic, PHP, Rust...• Database:<ul style="list-style-type: none">○ Relational SQL: PostgreSQL, Microsoft SQL Server,

Criteria	Problems	Affect	Probability	Consequences	Solutions
					MySQL/MariaDB, Amazon RDS / Azure SQL, ... ○ NoSQL: MongoDB, CouchDB, DynamoDB, ... ○ Google FireBase, ... Highly recommend to use of all frameworks below: ● Platform: Web App ● Frontend: ○ Language: HTML , CSS , JavaScript ○ Framework; ReactJS (documents , youtube videos) ● Backend: ○ Language: Python ○ Framework: FastAPI (documents , youtube videos) ● Database: ○ Language: Relational SQL ○ Framework: PostgreSQL
	Don't have enough knowledge and experience about this technology.	Project ▾	Very High ▾	Catastrophic ▾	Each member must learn about the framework and its programming language by themselves by watching youtube videos, reading documents, or learning some online courses (F8 , coursera , udemy , ...)
	Don't know all the architecture of software components used in this project.	Project ▾	Very High ▾	Catastrophic ▾	Each member should learn about the software architecture by themself through links .
People	Individual skills can not be required.	Project ▾	High ▾	Serious ▾	Each member must manage by himself/herself time and ability to program by learning as possible as: ● Learn about time management: links here ● Learn about software management: links here ● Learn about frontend development: links here ● Learn about backend development: links here ● Learn about database development: links here
	Team members are busy with their tasks.	Project ▾	Very Low ▾	Insignificant ▾	Each member must arrange their work schedule to ensure the maximum number of meetings and the highest efficiency of work tasks. The main schedule has the stages of sprint or weekly scrum meetings: link here
Organization	The roles of team members have not been determined	Project & Product ▾	Very Low ▾	Insignificant ▾	Project manager: Phát Lê Phước Business Analyst: Thanh Tô Quốc Khải Ngô Văn Frontend Developer: ● Tùng Thái Huyền : UI & UX Designer - Frontend Programmer ● Khôi Bùi Lê : UI Designer - Content Creator - Data Collector Backend Developer: ● Phát Lê Phước : backend router/controller /core dev

Criteria	Problems	Affect	Probability	Consequences	Solutions
					<ul style="list-style-type: none"> • Khải Ngô Văn : backend services dev Database Developer: <ul style="list-style-type: none"> • Thanh Tô Quốc : Database Programmer / Deployer • Khải Ngô Văn : Database Designer Tester - QA/QC: Phát Lê Phước Thanh Tô Quốc Reporter: <ul style="list-style-type: none"> • Phát Lê Phước : planning & review meeting reporter • Khôi Bùi Lê : weekly reporter
	The structure of an organization has not been determined	Project ▾	Very Low ▾	Insignificant ▾	The structure of an organization will be drawn in the next sprint.
	The scheduled meeting of the group has not been determined	Project ▾	Very High ▾	Catastrophic ▾	<p>After discussing among team members, we decided on the scheduled meeting:</p> <ul style="list-style-type: none"> • Planning meeting: On Saturday at the beginning of this sprint at 21h30 • Weekly scrum meeting 01 in this sprint: On Saturday at the end of that week 01 at 19h30 • Weekly scrum meeting 02 in this sprint: On Saturday at the end of that week 02 at 19h30 • Review meeting: On Saturday at the end of this sprint at 20h30 <p>The detailed scrum schedule and meeting: link here</p>
Tool	The tools management has not been determined	Project & Product ▾	Very High ▾	Catastrophic ▾	<p>After discussing each other, my team has decided to use:</p> <ul style="list-style-type: none"> • Google Drive: manage all documents, resources, reports, and schedules, ... • Trello: manage all tasks that each member needs to do • Toggl: manage the task time of each member • Github: manage the source code of this project • Discord or Zalo: discuss or chat with each other
	The structure of the report/Google Drive has not been determined.	Project ▾	Very Low ▾	Insignificant ▾	Have been determined ✓
	The tools of the framework have not been set up.	Project & Product ▾	Very High ▾	Catastrophic ▾	<p>Coding IDE: how to set up VSCode IDE</p> <p>Frontend: how to install node.js, how to set up react.js</p> <p>Backend: how to use FastAPI, how to install python on ide, how to create a virtual environment in python</p> <p>Database: how to install PostgreSQL, learn about basic database</p>
Requirements	The topic of the projects has not been determined	Project & Product ▾	Very High ▾	Catastrophic ▾	<p>Topic: SIBOOKS WEB</p> <p>Description: Develop an e-commerce website for Book Store, this web can be used for guests/users to buy a book or for</p>

Criteria	Problems	Affect	Probability	Consequences	Solutions
					admin to manage books and orders. This site includes some features like searching, payments, commenting, rating, ... The website also has a recommendation system which can recommend useful books for users.
	The requirements of the project proposal have not been determined	Project & Product ▾	Very High ▾	Catastrophic ▾	Requirements: link here
	There will be a larger number of changes to the requirements than anticipated.	Project & Product ▾	High ▾	Serious ▾	The initial requirements may have needed to be more to build a full project but after a few weeks, my team can solve this problem.
Estimation	The time required to develop the software is underestimated.	Project & Product ▾	Moderate ▾	Serious ▾	The project manager must build a detailed schedule and a task plan for the team. Schedule Meeting: link here
	The size of the project has not been determined.	Project & Product ▾	Moderate ▾	Serious ▾	The size of the project may be smaller than the practical web app outside.
	The ability of each member has not been determined.	Project ▾	Very High ▾	Catastrophic ▾	After 2 weeks / 1 sprint, each member can have enough time to self - study about how to work with each other, individual skills (coding + designing + brainstorming), ...
Report PA	Do not have a team contract	Project ▾	Low ▾	Tolerable ▾	Team contract: link here
	Don't have project proposal (PA0)	Project ▾	Very High ▾	Catastrophic ▾	<p>After discussion among team members, the project proposal has been divided into:</p> <ul style="list-style-type: none"> • Introduction: briefly describe the project's idea and why it is worth doing. • Target users: find out who the app's users are and what the characteristics of target users are. • Environments: what environments target users will use (devices, OS, Web, etc.) • Key Features: list and describe key features based on roles: <ul style="list-style-type: none"> ○ Guest ○ Member (Logged in Users) ○ Admin <p>[PA0]: Project Proposal</p>

2. User - story / Use - case for the next sprints

- We need to receive and understand all requirements from TAs..
- This plan is expected, so our team can have no final decision about this project.
- After our team has received all feedback from TAs, our team will decide on the final plan to build this project.

3. Assigning tasks to team members

Student ID	Full Name	Roles	Tasks	Status
22127174	Ngô Văn Khải	BA - DB Designer - Backend Developer	[PA0] Identify the project's target user: find out who the app's users are and what are characteristics of target users.	Handed over ▾
			Design the ideas of database ERD	Handed over ▾
			Design Relational Data Model (just prototype \Rightarrow not the final design)	Handed over ▾
22127205	Bùi Lê Khôi	Frontend Graphics Designer - Reporter	[PA0] Identify the project's environments: what environments they will use (devices, OS, Web, etc.)	Handed over ▾
			Design the ideas of UI / UX (no implementation)	Handed over ▾
			Writing Weekly Report	Handed over ▾
			Collecting and Designing Book Dataset (~ 100 books)	Handed over ▾
22127322	Lê Phước Phát	PM - Backend Developer - Tester - Reporter	[PA0] List and describe carefully the key features of the e-commerce website based on roles: Member and Admin	Handed over ▾
			Testing and Checking Database	Handed over ▾
			Drawing all the software backend architecture	Handed over ▾
			Writing Planning and Review Meeting Report	Handed over ▾
22127388	Tô Quốc Thanh	BA - DB Programmer - Tester	[PA0] List and describe carefully the key features of the e-commerce website based on roles: Guest and Member	Handed over ▾
			Design the ideas of database ERD	Handed over ▾
			Testing and Checking Database	Handed over ▾
22127441	Thái Huyền Tùng	Frontend Developer - Content Creator	[PA0] Project proposal introduction: briefly describe the project's idea and why it is worthy to do	Handed over ▾
			Design the ideas of UI / UX (no implementation)	Handed over ▾
			Description docs of UI / UX	Handed over ▾
			Drawing all the software frontend architecture	Handed over ▾
General Tasks for Team Members			Frontend: Learn about how to install and documents <ul style="list-style-type: none"> HTML, CSS, JavaScript ReactJS, NodeJS 	Handed over ▾

Student ID	Full Name	Roles	Tasks	Status
			Backend: Learn about how to install and documents of <ul style="list-style-type: none"> Python 3, JavaScript FastAPI, Express JS 	Handed over ▾
			Database: Learn about how to install and documents of <ul style="list-style-type: none"> Relational SQL / NoSQL MongoDB, PostgreSQL, MySQL 	Handed over ▾
			Set up all methods and tools management: <ul style="list-style-type: none"> Google Drive: manage all documents, resources, reports, and schedules, ... Trello: manage all tasks that each member needs to do Toggl: manage the task time of each member Github: manage the source code of this project Discord or Zalo: discuss or chat with each other 	Handed over ▾

III. Summary of the meeting

- All group members discussed enthusiastically and asked many good and interesting questions.
- During this meeting, many issues needed to be resolved. Our team proposed some satisfactory solutions but still needed to be adjusted to suit current requirements.
- All members were present fully, and on time and were handed over work without any objections.

HCM City, May 18th, 2024
 Project Manager - Reporter
 Lê Phước Phát