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| **Meeting/Project Name:** | **Corporate Training System** | | | | | | |
| **Date of Meeting:** | 09/01/2018 | | **Time:** | | | 10:15 | |
| **Secretary:** | NguyenVT | | **Location:** | | | Room 107FPT University | |
| **1. Meeting Objective** | | | | | | | |
| * Answer the questions about the requirement  Assgin task for team in sprint 1 | | | | | | | |
| **2. List of Attendees** | | | | | | | |
| **Name** | | **Department/Division** | | **E-mail** | | | |
| Nguyễn Huy Hùng | | Supervisor | | hungnh@fpt.edu.vn | | | |
| Lê Phúc Thịnh | | Team Leader | | thinhlpse61759@fpt.edu.vn | | | |
| Võ Thạch Nguyên | | Team Member | | nguyenvtse61778@fpt.edu.vn | | | |
| Phạm Chánh Hưng | | Team Member | | hungpcse61807@fpt.edu.vn | | | |
| Đặng Thế Anh | | Team Member | | anhdtse61372@fpt.edu.vn | | | |
| **3. Content** | | | | | | | |
| Mr. Hung assigns tasks for team in sprint 1, which includes:Create Product BacklogMockup UIERDOverview UseCaseCreate report 1At the rest of the meeting, team members ask Mr. Hung some questions about requirement to make it clearly. Some questions in meeting are related to:Manage Corporate Brand  * Right of each role | | | | | | | |
| **4. Action Items** | | | | | | | |
| **Action** | | | | | **Owner** | | **Due Date** |
| Report 1 | | | | | Team | | 16/01/2018 |
| Create product backlog | | | | | Team | | 11/01/2018 |
| Mockup UI | | | | | Team | | 11/01/2018 |
| ERD | | | | | Team | | 16/01/2018 |
| Overview UseCase | | | | | Team | | 16/01/2018 |
| **Meeting/Project Name:** | **Corporate Training System** | | | | | | |
| **Date of Meeting:** | 11/01/2018 | | **Time:** | | | 10:15 | |
| **Secretary:** | NguyenVT | | **Location:** | | | Room 107FPT University | |
| **1. Meeting Objective** | | | | | | | |
| * Review tasks:   + Product backlog   + Mockup UI | | | | | | | |
| **2. List of Attendees** | | | | | | | |
| **Name** | | **Department/Division** | | **E-mail** | | | |
| Nguyễn Huy Hùng | | Supervisor | | hungnh@fpt.edu.vn | | | |
| Lê Phúc Thịnh | | Team Leader | | thinhlpse61759@fpt.edu.vn | | | |
| Võ Thạch Nguyên | | Team Member | | nguyenvtse61778@fpt.edu.vn | | | |
| Phạm Chánh Hưng | | Team Member | | hungpcse61807@fpt.edu.vn | | | |
| Đặng Thế Anh | | Team Member | | anhdtse61372@fpt.edu.vn | | | |
| **3. Content** | | | | | | | |
| Mr. Hung explains requirement in more detail for team:   * Admin and Manager creates account for Author and Learner * Admin can change user's role * Manager can add learner into specific plan/program * Author can create course * Learner can enroll into specific course, if that course belong to plan or program, learner must wait for manager or admin accept their request. * Learner can participate in plan or program * Plan can have one or more courses * Program is a collection of related course * Program can be self-paced or deadline * Course includes: video, text, powerpoint, quiz | | | | | | | |
| **4. Action Items** | | | | | | | |
| **Action** | | | | | **Owner** | | **Due Date** |
| Report 1 | | | | | Team | | 16/01/2018 |
| ERD | | | | | Team | | 16/01/2018 |
| Overview UseCase | | | | | Team | | 18/01/2018 |

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| **Meeting/Project Name:** | **Corporate Training System** | | | | | | |
| **Date of Meeting:** | 16/01/2018 | | **Time:** | | | 10:15 | |
| **Secretary:** | NguyenVT | | **Location:** | | | Room 107FPT University | |
| **1. Meeting Objective** | | | | | | | |
| * Review tasks:   + Report 1   + RED   + Overview UseCase | | | | | | | |
| **2. List of Attendees** | | | | | | | |
| **Name** | | **Department/Division** | | **E-mail** | | | |
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| Phạm Chánh Hưng | | Team Member | | hungpcse61807@fpt.edu.vn | | | |
| Đặng Thế Anh | | Team Member | | anhdtse61372@fpt.edu.vn | | | |
| **3. Content** | | | | | | | |
| Mr. Hung asks team to show SpringBacklog in sprint 1. Team need to make a sprint backlog to tracking task process easier.  Review ERD:   * Remove Text, Video, Slideshow entity. Transform them to an attribute type in Lecture entity. * Add weak entity between Learner and Course. * Add weak entity between Learner and Program. * Add weak entity between Learner and Manager.   Mr. Hung assigns new tasks for team in sprint 2:   * SprintBacklog in Sprint 2 * Team member need to learn frameworks to develop back-end. * Transform Mockup UI to front-end with HTML&CSS. | | | | | | | |
| **4. Action Items** | | | | | | | |
| **Action** | | | | | **Owner** | | **Due Date** |
| Fix ERD | | | | | Team | | 18/01/2018 |
| Sprint Backlog | | | | | Team | | 18/01/2018 |
| **Meeting/Project Name:** | **Corporate Training System** | | | | | | |
| **Date of Meeting:** | 18/01/2018 | | **Time:** | | | 10:15 | |
| **Secretary:** | NguyenVT | | **Location:** | | | Room 107FPT University | |
| **1. Meeting Objective** | | | | | | | |
| * Review use case * Review team member’s knowledge about Play framework | | | | | | | |
| **2. List of Attendees** | | | | | | | |
| **Name** | | **Department/Division** | | **E-mail** | | | |
| Nguyễn Huy Hùng | | Supervisor | | hungnh@fpt.edu.vn | | | |
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| Phạm Chánh Hưng | | Team Member | | hungpcse61807@fpt.edu.vn | | | |
| Đặng Thế Anh | | Team Member | | anhdtse61372@fpt.edu.vn | | | |
| **3. Content** | | | | | | | |
| Mr. Hung review SprintBacklog of sprint 1 to check progress and task of each member  Mr. Hung reviews ERD  Mr. Hung reviews use case  Mr. Hung checks knowledge about Play framework of each member | | | | | | | |
| **4. Action Items** | | | | | | | |
| **Action** | | | | | **Owner** | | **Due Date** |
| Fix use case | | | | | Team | | 23/01/2018 |

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Meeting/Project Name:** | **Corporate Training System** | | | | | | |
| **Date of Meeting:** | 23/01/2018 | | **Time:** | | | 10:15 | |
| **Secretary:** | NguyenVT | | **Location:** | | | Room 107FPT University | |
| **1. Meeting Objective** | | | | | | | |
| * Review task in Sprint 2 * Assign new task in Sprint 3 | | | | | | | |
| **2. List of Attendees** | | | | | | | |
| **Name** | | **Department/Division** | | **E-mail** | | | |
| Nguyễn Huy Hùng | | Supervisor | | hungnh@fpt.edu.vn | | | |
| Lê Phúc Thịnh | | Team Leader | | thinhlpse61759@fpt.edu.vn | | | |
| Võ Thạch Nguyên | | Team Member | | nguyenvtse61778@fpt.edu.vn | | | |
| Phạm Chánh Hưng | | Team Member | | hungpcse61807@fpt.edu.vn | | | |
| Đặng Thế Anh | | Team Member | | anhdtse61372@fpt.edu.vn | | | |
| **3. Content** | | | | | | | |
| Mr. Hung reviews SprintBacklog and give somes feedbacks for team:   * Each task must be count by day in week. * Split 24 hours to small parts for specific task.   Mr. Hung assigns tasks for team in Sprint 3, they include:   * SprintBacklog for Sprint 3 * Draw Class Diagram * Draw Sequence Diagram * Draw Activity Diagram * Draw Physical Diagram | | | | | | | |
| **4. Action Items** | | | | | | | |
| **Action** | | | | | **Owner** | | **Due Date** |
| Draw Class Diagram | | | | | Team | | 25/01/2018 |
| Draw Sequence Diagram | | | | | Team | | 25/01/2018 |
| Draw Activity Diagram | | | | | Team | | 25/01/2018 |
| Draw Physical Diagram | | | | | Team | | 25/01/2018 |

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| **Meeting/Project Name:** | **Corporate Training System** | | | | | | |
| **Date of Meeting:** | 25/01/2018 | | **Time:** | | | 10:15 | |
| **Secretary:** | NguyenVT | | **Location:** | | | Room 107FPT University | |
| **1. Meeting Objective** | | | | | | | |
| * Review actions in previous meeting | | | | | | | |
| **2. List of Attendees** | | | | | | | |
| **Name** | | **Department/Division** | | **E-mail** | | | |
| Nguyễn Huy Hùng | | Supervisor | | hungnh@fpt.edu.vn | | | |
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| Đặng Thế Anh | | Team Member | | anhdtse61372@fpt.edu.vn | | | |
| **3. Content** | | | | | | | |
| Mr. Hung reviews:   * Draw Class Diagram:    + Add user, role and permission entity * Draw Sequence Diagram:   + Remove “,” and “:” before WebBrowser actor * Draw Activity Diagram:   + Remove detail step such as: click on button, …   + Show business step and logic step * Draw Physical Diagram:   + Add user, role and permission entity | | | | | | | |
| **4. Action Items** | | | | | | | |
| **Action** | | | | | **Owner** | | **Due Date** |
| Fix Class Diagram | | | | | Team | | 30/01/2018 |
| Fix Sequence Diagram | | | | | Team | | 30/01/2018 |
| Fix Activity Diagram | | | | | Team | | 30/01/2018 |
| Fix Physical Diagram | | | | | Team | | 30/01/2018 |

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| **Meeting/Project Name:** | **Corporate Training System** | | | | | | |
| **Date of Meeting:** | 30/01/2018 | | **Time:** | | | 10:15 | |
| **Secretary:** | NguyenVT | | **Location:** | | | Room 107FPT University | |
| **1. Meeting Objective** | | | | | | | |
| * Review task in Sprint 3 * Assign new task in Sprint 4 | | | | | | | |
| **2. List of Attendees** | | | | | | | |
| **Name** | | **Department/Division** | | **E-mail** | | | |
| Nguyễn Huy Hùng | | Supervisor | | hungnh@fpt.edu.vn | | | |
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| Phạm Chánh Hưng | | Team Member | | hungpcse61807@fpt.edu.vn | | | |
| Đặng Thế Anh | | Team Member | | anhdtse61372@fpt.edu.vn | | | |
| **3. Content** | | | | | | | |
| Mr. Hung continues review diagrams and give some feedbacks about Activity diagram and Sequece diagram.   * Activity diagram: Need to fix CreatePlan flow and EnrollCourse flow * Sequence diagram: List all business flow   Each member demo simple project with CRUD functions with Play framework.  Mr. Hung assigns new tasks in Sprint 4 for team, they are:   * SprintBacklog for Sprint 4 * Implement prototype (Transform Mockup UI to FrontEnd) * Create API | | | | | | | |
| **4. Action Items** | | | | | | | |
| **Action** | | | | | **Owner** | | **Due Date** |
| SprintBacklog for Sprint 4 | | | | | Team | | 01/02/2018 |
| Fix Sequence Diagram | | | | | Team | | 01/02/2018 |
| Fix Activity Diagram | | | | | Team | | 01/02/2018 |
| Implement prototype | | | | | Team | | 06/02/2018 |

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| **Meeting/Project Name:** | **Corporate Training System** | | | | | | |
| **Date of Meeting:** | 01/02/2018 | | **Time:** | | | 10:15 | |
| **Secretary:** | NguyenVT | | **Location:** | | | Room 107FPT University | |
| **1. Meeting Objective** | | | | | | | |
| * Review actions in previous meeting * Review prototypes | | | | | | | |
| **2. List of Attendees** | | | | | | | |
| **Name** | | **Department/Division** | | **E-mail** | | | |
| Nguyễn Huy Hùng | | Supervisor | | hungnh@fpt.edu.vn | | | |
| Lê Phúc Thịnh | | Team Leader | | thinhlpse61759@fpt.edu.vn | | | |
| Võ Thạch Nguyên | | Team Member | | nguyenvtse61778@fpt.edu.vn | | | |
| Phạm Chánh Hưng | | Team Member | | hungpcse61807@fpt.edu.vn | | | |
| Đặng Thế Anh | | Team Member | | anhdtse61372@fpt.edu.vn | | | |
| **3. Content** | | | | | | | |
| Mr. Hung reviews SprintBacklog of Sprint 4, and give some feedbacks:   * Task must be described in more detail * Leader should review task of the others member   Mr. Hung continues review Activity diagram and Sequence diagram and give no feedback.  Mr. Hung review prototypes:   * Report page: use Google Chart API * Change main color of website | | | | | | | |
| **4. Action Items** | | | | | | | |
| **Action** | | | | | **Owner** | | **Due Date** |
| Fix SprintBacklog | | | | | Team | | 06/02/2018 |
| Implement prototype | | | | | Team | | 06/02/2018 |

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| **Meeting/Project Name:** | **Corporate Training System** | | | | | | |
| **Date of Meeting:** | 06/02/2018 | | **Time:** | | | 10:15 | |
| **Secretary:** | NguyenVT | | **Location:** | | | Room 107FPT University | |
| **1. Meeting Objective** | | | | | | | |
| * Review task in Sprint 4 * Assign new task in Sprint 5 | | | | | | | |
| **2. List of Attendees** | | | | | | | |
| **Name** | | **Department/Division** | | **E-mail** | | | |
| Nguyễn Huy Hùng | | Supervisor | | hungnh@fpt.edu.vn | | | |
| Lê Phúc Thịnh | | Team Leader | | thinhlpse61759@fpt.edu.vn | | | |
| Võ Thạch Nguyên | | Team Member | | nguyenvtse61778@fpt.edu.vn | | | |
| Phạm Chánh Hưng | | Team Member | | hungpcse61807@fpt.edu.vn | | | |
| Đặng Thế Anh | | Team Member | | anhdtse61372@fpt.edu.vn | | | |
| **3. Content** | | | | | | | |
| Mr. Hung reviews prototypes that team implemented in Sprint 4, they are:   * Manage course page * Manage plan page * Report page * Learning page (Quiz/Text/Powerpoint/Video) * View quiz result page * Manage user page * Plan overview page   Mr. Hung assigns new task for team in Sprint 5:   * SprintBacklog for Spritn 5 * Team continues transform prototypes and create api * After transforms to prototypes, team starts implement them to backend | | | | | | | |
| **4. Action Items** | | | | | | | |
| **Action** | | | | | **Owner** | | **Due Date** |
| SprintBacklog for Sprint 5 | | | | | Team | | 08/02/2018 |
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| **Meeting/Project Name:** | **Corporate Training System** | | | | | | |
| **Date of Meeting:** | 08/02/2018 | | **Time:** | | | 10:15 | |
| **Secretary:** | NguyenVT | | **Location:** | | | Room 107FPT University | |
| **1. Meeting Objective** | | | | | | | |
| * Review more pages * Demo simple fuctions | | | | | | | |
| **2. List of Attendees** | | | | | | | |
| **Name** | | **Department/Division** | | **E-mail** | | | |
| Nguyễn Huy Hùng | | Supervisor | | hungnh@fpt.edu.vn | | | |
| Lê Phúc Thịnh | | Team Leader | | thinhlpse61759@fpt.edu.vn | | | |
| Võ Thạch Nguyên | | Team Member | | nguyenvtse61778@fpt.edu.vn | | | |
| Phạm Chánh Hưng | | Team Member | | hungpcse61807@fpt.edu.vn | | | |
| Đặng Thế Anh | | Team Member | | anhdtse61372@fpt.edu.vn | | | |
| **3. Content** | | | | | | | |
| Team runs application and demos some function that was implemented  Mr. Hung reviews report page and gives some feedbacks for team:  In report page, manager can view:   * List of learners who particiapted in specific plan * List of authors who participated in specific plan * Learning progress of each learner * Total learner and author in specific plan * Detail information of specific learner or author | | | | | | | |
| **4. Action Items** | | | | | | | |
| **Action** | | | | | **Owner** | | **Due Date** |
| Fix report page | | | | | Team | | 13/02/2018 |
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| **Meeting/Project Name:** | **Corporate Training System** | | | | | | |
| **Date of Meeting:** | 27/02/2018 | | **Time:** | | | 10:15 | |
| **Secretary:** | NguyenVT | | **Location:** | | | Room 107FPT University | |
| **1. Meeting Objective** | | | | | | | |
| * Review task in Sprint 5 * Assign new task in Sprint 6 | | | | | | | |
| **2. List of Attendees** | | | | | | | |
| **Name** | | **Department/Division** | | **E-mail** | | | |
| Nguyễn Huy Hùng | | Supervisor | | hungnh@fpt.edu.vn | | | |
| Lê Phúc Thịnh | | Team Leader | | thinhlpse61759@fpt.edu.vn | | | |
| Võ Thạch Nguyên | | Team Member | | nguyenvtse61778@fpt.edu.vn | | | |
| Phạm Chánh Hưng | | Team Member | | hungpcse61807@fpt.edu.vn | | | |
| Đặng Thế Anh | | Team Member | | anhdtse61372@fpt.edu.vn | | | |
| **3. Content** | | | | | | | |
| Mr. Hung reviews tasks in Sprint 5:   * Report page: Team needs show all plans * Team has to create error page show error * Learner pages have different color scheme with manage page   Mr. Hung assigns new tasks for Sprint 6:   * SprintBacklog for Sprint 6 * Change color scheme of learner page * Update responsive for pages * Create api of functions:   + Manage section: ReorderSection, RemoveSection   + Manage lecture: UploadVideo, UploadTextLecture, ReorderLecture   + Manage quiz: ManageQuestion, ManageAnswer | | | | | | | |
| **4. Action Items** | | | | | | | |
| **Action** | | | | | **Owner** | | **Due Date** |
| SprintBacklog for Sprint 6 | | | | | Team | | 01/03/2018 |
| API | | | | | Team | | 06/03/2018 |
| Responsive page | | | | | Team | | 06/03/2018 |
| **Meeting/Project Name:** | **Corporate Training System** | | | | | | |
| **Date of Meeting:** | 01/03/2018 | | **Time:** | | | 10:15 | |
| **Secretary:** | NguyenVT | | **Location:** | | | Room 107FPT University | |
| **1. Meeting Objective** | | | | | | | |
| * Review SprintBacklog for Sprint 6 * Review API | | | | | | | |
| **2. List of Attendees** | | | | | | | |
| **Name** | | **Department/Division** | | **E-mail** | | | |
| Nguyễn Huy Hùng | | Supervisor | | hungnh@fpt.edu.vn | | | |
| Lê Phúc Thịnh | | Team Leader | | thinhlpse61759@fpt.edu.vn | | | |
| Võ Thạch Nguyên | | Team Member | | nguyenvtse61778@fpt.edu.vn | | | |
| Phạm Chánh Hưng | | Team Member | | hungpcse61807@fpt.edu.vn | | | |
| Đặng Thế Anh | | Team Member | | anhdtse61372@fpt.edu.vn | | | |
| **3. Content** | | | | | | | |
| Mr. Hung reviews API and gives some feedbacks, team need to update some APIs:   * Manage quiz: * Update question * Update answer * Remove answer   Team demos web application with some pages was implemented:   * Manage course page * Manage plan page * Manage user page * Manage skill page | | | | | | | |
| **4. Action Items** | | | | | | | |
| **Action** | | | | | **Owner** | | **Due Date** |
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| **Meeting/Project Name:** | **Corporate Training System** | | | | | | |
| **Date of Meeting:** | 06/03/2018 | | **Time:** | | | 10:15 | |
| **Secretary:** | NguyenVT | | **Location:** | | | Room 107FPT University | |
| **1. Meeting Objective** | | | | | | | |
| * Review task in Sprint 6 * Assign new task in Sprint 7 | | | | | | | |
| **2. List of Attendees** | | | | | | | |
| **Name** | | **Department/Division** | | **E-mail** | | | |
| Nguyễn Huy Hùng | | Supervisor | | hungnh@fpt.edu.vn | | | |
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| Phạm Chánh Hưng | | Team Member | | hungpcse61807@fpt.edu.vn | | | |
| Đặng Thế Anh | | Team Member | | anhdtse61372@fpt.edu.vn | | | |
| **3. Content** | | | | | | | |
| Mr. Hung reviews tasks in Sprint 6:   * Responsive pages * Error page * Learner pages   Team demos APIs which were created and updated:  Mr. Hung assigns new tasks in Sprint 7:   * SprintBacklog for Sprint 7 * Team must continue implement more pages, they are:   + Manage brand   + Learning page   + Update profile page * Team finish core functions of application to prepare to write test case and fix bugs. | | | | | | | |
| **4. Action Items** | | | | | | | |
| **Action** | | | | | **Owner** | | **Due Date** |
| SprintBacklog for Sprint 7 | | | | | Team | | 08/03/2018 |
| API | | | | | Team | | 13/03/2018 |
|  | | | | |  | |  |
| **Meeting/Project Name:** | **Corporate Training System** | | | | | | |
| **Date of Meeting:** | 08/03/2018 | | **Time:** | | | 10:15 | |
| **Secretary:** | NguyenVT | | **Location:** | | | Room 107FPT University | |
| **1. Meeting Objective** | | | | | | | |
| * Review SprintBacklog for Sprint 7 * Review works that team have done in last few days | | | | | | | |
| **2. List of Attendees** | | | | | | | |
| **Name** | | **Department/Division** | | **E-mail** | | | |
| Nguyễn Huy Hùng | | Supervisor | | hungnh@fpt.edu.vn | | | |
| Lê Phúc Thịnh | | Team Leader | | thinhlpse61759@fpt.edu.vn | | | |
| Võ Thạch Nguyên | | Team Member | | nguyenvtse61778@fpt.edu.vn | | | |
| Phạm Chánh Hưng | | Team Member | | hungpcse61807@fpt.edu.vn | | | |
| Đặng Thế Anh | | Team Member | | anhdtse61372@fpt.edu.vn | | | |
| **3. Content** | | | | | | | |
| Mr. Hung reviews SprintBacklog to tracking member tasks.  Team demos APIs that team created completely, they are:   * Manage lecture * Upload video * Upload text lecture * Upload powerpoint lecture   Team aslo demos pages were implemented and they are:   * Plan overview page of learner * Learner profile page * Learner’s list plans page * Course overview page   Mr. Hung suggests need to research some technology to help team in developing application:   * Wowza streaming server + wowza player * Powerpoint plugin | | | | | | | |
| **4. Action Items** | | | | | | | |
| **Action** | | | | | **Owner** | | **Due Date** |
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| **Meeting/Project Name:** | **Corporate Training System** | | | | | | |
| **Date of Meeting:** | 13/03/2018 | | **Time:** | | | 10:15 | |
| **Secretary:** | NguyenVT | | **Location:** | | | Room 107FPT University | |
| **1. Meeting Objective** | | | | | | | |
| * Review task in Sprint 7 * Assign new task in Sprint 8 | | | | | | | |
| **2. List of Attendees** | | | | | | | |
| **Name** | | **Department/Division** | | **E-mail** | | | |
| Nguyễn Huy Hùng | | Supervisor | | hungnh@fpt.edu.vn | | | |
| Lê Phúc Thịnh | | Team Leader | | thinhlpse61759@fpt.edu.vn | | | |
| Võ Thạch Nguyên | | Team Member | | nguyenvtse61778@fpt.edu.vn | | | |
| Phạm Chánh Hưng | | Team Member | | hungpcse61807@fpt.edu.vn | | | |
| Đặng Thế Anh | | Team Member | | anhdtse61372@fpt.edu.vn | | | |
| **3. Content** | | | | | | | |
| Mr. Hung reviews tasks in Sprint 7:   * Powerpoint lecture Powerpoint plugin * Video lecture: Wowza player   Team shows report page and Mr. Hung gives no feedback.  Mr. Hung assigns new tasks in Sprint 8:   * SprintBacklog for Sprint 8 * Implement pages:   + Take quiz page   + Report page * Complete API for report page | | | | | | | |
| **4. Action Items** | | | | | | | |
| **Action** | | | | | **Owner** | | **Due Date** |
| SprintBacklog for Sprint 8 | | | | | Team | | 15/03/2018 |
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| **Meeting/Project Name:** | **Corporate Training System** | | | | | | |
| **Date of Meeting:** | 15/03/2018 | | **Time:** | | | 10:15 | |
| **Secretary:** | NguyenVT | | **Location:** | | | Room 107FPT University | |
| **1. Meeting Objective** | | | | | | | |
| * Review SprintBacklog for Sprint 7 * Review works that team have done in last few days | | | | | | | |
| **2. List of Attendees** | | | | | | | |
| **Name** | | **Department/Division** | | **E-mail** | | | |
| Nguyễn Huy Hùng | | Supervisor | | hungnh@fpt.edu.vn | | | |
| Lê Phúc Thịnh | | Team Leader | | thinhlpse61759@fpt.edu.vn | | | |
| Võ Thạch Nguyên | | Team Member | | nguyenvtse61778@fpt.edu.vn | | | |
| Phạm Chánh Hưng | | Team Member | | hungpcse61807@fpt.edu.vn | | | |
| Đặng Thế Anh | | Team Member | | anhdtse61372@fpt.edu.vn | | | |
| **3. Content** | | | | | | | |
| Mr. Hung reviews SprintBacklog to tracking member tasks.  Mr. Thinh demos application with some core functions, they are:   * Create plan * Create program * Create course * Create lecture   + Create text lecture   + Create video lecture   + Create quiz lecutre | | | | | | | |
| **4. Action Items** | | | | | | | |
| **Action** | | | | | **Owner** | | **Due Date** |
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| **Meeting/Project Name:** | **Corporate Training System** | | | | | | |
| **Date of Meeting:** | 20/03/2018 | | **Time:** | | | 10:15 | |
| **Secretary:** | NguyenVT | | **Location:** | | | Room 107FPT University | |
| **1. Meeting Objective** | | | | | | | |
| * Review task in Sprint 8 * Assign new task in Sprint 9 | | | | | | | |
| **2. List of Attendees** | | | | | | | |
| **Name** | | **Department/Division** | | **E-mail** | | | |
| Nguyễn Huy Hùng | | Supervisor | | hungnh@fpt.edu.vn | | | |
| Lê Phúc Thịnh | | Team Leader | | thinhlpse61759@fpt.edu.vn | | | |
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| Phạm Chánh Hưng | | Team Member | | hungpcse61807@fpt.edu.vn | | | |
| Đặng Thế Anh | | Team Member | | anhdtse61372@fpt.edu.vn | | | |
| **3. Content** | | | | | | | |
| Mr. Hung reviews tasks in Sprint 8  Team continues demo application with some core functions:   * Create user * Update user’s information * Learning page * Take a quiz * View quiz result   Mr. Hung assigns new tasks in Sprint 9:   * Develop and improve search function * Develop and improve pagination function * Report 3 * Write test case | | | | | | | |
| **4. Action Items** | | | | | | | |
| **Action** | | | | | **Owner** | | **Due Date** |
| SprintBacklog for Sprint 9 | | | | | Team | | 22/03/2018 |
| TestCase | | | | | Team | | 27/03/2018 |
| Report 3 | | | | | Team | | 27/03/2018 |

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| **Meeting/Project Name:** | **Corporate Training System** | | | | | | |
| **Date of Meeting:** | 22/03/2018 | | **Time:** | | | 10:15 | |
| **Secretary:** | NguyenVT | | **Location:** | | | Room 107FPT University | |
| **1. Meeting Objective** | | | | | | | |
| * Review SprintBacklog for Sprint 9 * Review TestCase * Review Report 3 | | | | | | | |
| **2. List of Attendees** | | | | | | | |
| **Name** | | **Department/Division** | | **E-mail** | | | |
| Nguyễn Huy Hùng | | Supervisor | | hungnh@fpt.edu.vn | | | |
| Lê Phúc Thịnh | | Team Leader | | thinhlpse61759@fpt.edu.vn | | | |
| Võ Thạch Nguyên | | Team Member | | nguyenvtse61778@fpt.edu.vn | | | |
| Phạm Chánh Hưng | | Team Member | | hungpcse61807@fpt.edu.vn | | | |
| Đặng Thế Anh | | Team Member | | anhdtse61372@fpt.edu.vn | | | |
| **3. Content** | | | | | | | |
| Mr. Hung reviews SprintBacklog to tracking member tasks.  Mr. Hung reviews test cases and give some feedbacks:   * Step in feedbacks must be described in more detail * Should concentrate to main functions   Mr. Hung reviews Report 3 | | | | | | | |
| **4. Action Items** | | | | | | | |
| **Action** | | | | | **Owner** | | **Due Date** |
| Fix test case | | | | | Team | | 27/03/2018 |
| Fix Report 3 | | | | | Team | | 27/03/2018 |

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| **Meeting/Project Name:** | **Corporate Training System** | | | | | | |
| **Date of Meeting:** | 27/03/2018 | | **Time:** | | | 10:15 | |
| **Secretary:** | NguyenVT | | **Location:** | | | Room 107FPT University | |
| **1. Meeting Objective** | | | | | | | |
| * Review task in Sprint 9 * Assign new task in Sprint 10 | | | | | | | |
| **2. List of Attendees** | | | | | | | |
| **Name** | | **Department/Division** | | **E-mail** | | | |
| Nguyễn Huy Hùng | | Supervisor | | hungnh@fpt.edu.vn | | | |
| Lê Phúc Thịnh | | Team Leader | | thinhlpse61759@fpt.edu.vn | | | |
| Võ Thạch Nguyên | | Team Member | | nguyenvtse61778@fpt.edu.vn | | | |
| Phạm Chánh Hưng | | Team Member | | hungpcse61807@fpt.edu.vn | | | |
| Đặng Thế Anh | | Team Member | | anhdtse61372@fpt.edu.vn | | | |
| **3. Content** | | | | | | | |
| Mr. Hung reviews tasks in Sprint 9  Mr. Hung gives some feedbacks about Conceptual Diagram  Mr. Hung assigns new task in Sprint 10:   * Fix report 3 * Write report 4:   + Design overview   + System architectual design   + Component diagram   + Detail description   + User interface desgin   + Algorithms * Continue fix bugs and update test cases | | | | | | | |
| **4. Action Items** | | | | | | | |
| **Action** | | | | | **Owner** | | **Due Date** |
| SprintBacklog for Sprint 10 | | | | | Team | | 29/03/2018 |
| Fix report 3 | | | | | Team | | 03/04/2018 |
| Reprot 4 | | | | | Team | | 03/04/2018 |

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| **Meeting/Project Name:** | **Corporate Training System** | | | | | | |
| **Date of Meeting:** | 29/03/2018 | | **Time:** | | | 10:15 | |
| **Secretary:** | NguyenVT | | **Location:** | | | Room 107FPT University | |
| **1. Meeting Objective** | | | | | | | |
| * Review SprintBacklog for Sprint 10 * Review Report 3 | | | | | | | |
| **2. List of Attendees** | | | | | | | |
| **Name** | | **Department/Division** | | **E-mail** | | | |
| Nguyễn Huy Hùng | | Supervisor | | hungnh@fpt.edu.vn | | | |
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| Võ Thạch Nguyên | | Team Member | | nguyenvtse61778@fpt.edu.vn | | | |
| Phạm Chánh Hưng | | Team Member | | hungpcse61807@fpt.edu.vn | | | |
| Đặng Thế Anh | | Team Member | | anhdtse61372@fpt.edu.vn | | | |
| **3. Content** | | | | | | | |
| Mr. Hung reviews SprintBacklog to tracking member tasks.  Mr. Hung reviews test case  Mr. Hung reviews bugs that team fixed and they are:   * Remove plan bug * Remove skill bug * Reorder question bug   Mr. Hung reviews some contents in Report 4:   * Conceptual Diagram * Algorithm: Mr. Hung suggest algorithm about manage course process   Team continues write test case and fix bugs. | | | | | | | |
| **4. Action Items** | | | | | | | |
| **Action** | | | | | **Owner** | | **Due Date** |
| Conceptual diagram | | | | | Team | | 03/04/2018 |
| Algorithm | | | | | Team | | 03/04/2018 |
| Report 4 | | | | | Team | | 03/04/2018 |

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| **Meeting/Project Name:** | **Corporate Training System** | | | | | | |
| **Date of Meeting:** | 03/04/2018 | | **Time:** | | | 10:15 | |
| **Secretary:** | NguyenVT | | **Location:** | | | Room 107FPT University | |
| **1. Meeting Objective** | | | | | | | |
| * Review task in Sprint 10 * Assign new task in Sprint 11 | | | | | | | |
| **2. List of Attendees** | | | | | | | |
| **Name** | | **Department/Division** | | **E-mail** | | | |
| Nguyễn Huy Hùng | | Supervisor | | hungnh@fpt.edu.vn | | | |
| Lê Phúc Thịnh | | Team Leader | | thinhlpse61759@fpt.edu.vn | | | |
| Võ Thạch Nguyên | | Team Member | | nguyenvtse61778@fpt.edu.vn | | | |
| Phạm Chánh Hưng | | Team Member | | hungpcse61807@fpt.edu.vn | | | |
| Đặng Thế Anh | | Team Member | | anhdtse61372@fpt.edu.vn | | | |
| **3. Content** | | | | | | | |
| Mr. Hung reviews tasks in Sprint 10:  Mr. Hung continues review report 4 and give some feedbacks about:   * Component diagram * Algorithm   Mr. Hung reviews bugs that team fixed and they are:   * Update answer bug * Check authority for APIs * Create skill bug   Mr. Hung assigns new task in Sprint 11:   * Report 5:   + Introduction   + Database relationship diagram   + Test plan | | | | | | | |
| **4. Action Items** | | | | | | | |
| **Action** | | | | | **Owner** | | **Due Date** |
| SprintBacklog for Sprint 11 | | | | | Team | | 05/04/2018 |
| Fix report 4 | | | | | Team | | 05/04/2018 |
| Report 5 | | | | | Team | | 10/04/2018 |

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| **Meeting/Project Name:** | **Corporate Training System** | | | | | | |
| **Date of Meeting:** | 05/04/2018 | | **Time:** | | | 10:15 | |
| **Secretary:** | NguyenVT | | **Location:** | | | Room 107FPT University | |
| **1. Meeting Objective** | | | | | | | |
| * Review SprintBacklog for Sprint 11 * Review Report 4 * Review Report 5 | | | | | | | |
| **2. List of Attendees** | | | | | | | |
| **Name** | | **Department/Division** | | **E-mail** | | | |
| Nguyễn Huy Hùng | | Supervisor | | hungnh@fpt.edu.vn | | | |
| Lê Phúc Thịnh | | Team Leader | | thinhlpse61759@fpt.edu.vn | | | |
| Võ Thạch Nguyên | | Team Member | | nguyenvtse61778@fpt.edu.vn | | | |
| Phạm Chánh Hưng | | Team Member | | hungpcse61807@fpt.edu.vn | | | |
| Đặng Thế Anh | | Team Member | | anhdtse61372@fpt.edu.vn | | | |
| **3. Content** | | | | | | | |
| Mr. Hung reviews SprintBacklog to tracking member tasks.  Mr. Hung reviews some contents in Report 5:   * Introduction * Database relationship diagram   Mr. Hung requires team add test case that was writen in last Sprint into Report 5  Mr. Hung assigns new tasks for team in Sprint 11:   * Report 6   + Installation guide   + User guide | | | | | | | |
| **4. Action Items** | | | | | | | |
| **Action** | | | | | **Owner** | | **Due Date** |
| Fix Report 5 | | | | | Team | | 10/04/2018 |
| Report 6 | | | | | Team | | 10/04/2018 |

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| **Meeting/Project Name:** | **Corporate Training System** | | | | | | |
| **Date of Meeting:** | 10/04/2018 | | **Time:** | | | 10:15 | |
| **Secretary:** | NguyenVT | | **Location:** | | | Room 107FPT University | |
| **1. Meeting Objective** | | | | | | | |
| * Review task in Sprint 11 * Assign new task in Sprint 12 * Demo application | | | | | | | |
| **2. List of Attendees** | | | | | | | |
| **Name** | | **Department/Division** | | **E-mail** | | | |
| Nguyễn Huy Hùng | | Supervisor | | hungnh@fpt.edu.vn | | | |
| Lê Phúc Thịnh | | Team Leader | | thinhlpse61759@fpt.edu.vn | | | |
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| Phạm Chánh Hưng | | Team Member | | hungpcse61807@fpt.edu.vn | | | |
| Đặng Thế Anh | | Team Member | | anhdtse61372@fpt.edu.vn | | | |
| **3. Content** | | | | | | | |
| Mr. Hung reviews tasks in Sprint 11:   * Mr. Hung reviews Report 5 and gives no feedback * Mr. Hung reviews Report 6 and gives some feedbacks:   + Picture need to be cut unimportant sapce to save space and page   + Remove unnecessary picture   Mr. Hung gives some advices about presentation to help team prepare carefully  Team demo web application and Mr. Hung gives no feedbacks  Mr. Hung assign new task in Sprint 12   * Review all document * Review all diagram | | | | | | | |
| **4. Action Items** | | | | | | | |
| **Action** | | | | | **Owner** | | **Due Date** |
| SprintBacklog for Sprint 12 | | | | | Team | | 12/04/2018 |
| Fix Report 6 | | | | | Team | | 12/04/2018 |
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| **Meeting/Project Name:** | **Corporate Training System** | | | | | | |
| **Date of Meeting:** | 12/04/2018 | | **Time:** | | | 10:15 | |
| **Secretary:** | NguyenVT | | **Location:** | | | Room 107FPT University | |
| **1. Meeting Objective** | | | | | | | |
| * Review SprintBacklog for Sprint 12 * Review diagram * Demo application | | | | | | | |
| **2. List of Attendees** | | | | | | | |
| **Name** | | **Department/Division** | | **E-mail** | | | |
| Nguyễn Huy Hùng | | Supervisor | | hungnh@fpt.edu.vn | | | |
| Lê Phúc Thịnh | | Team Leader | | thinhlpse61759@fpt.edu.vn | | | |
| Võ Thạch Nguyên | | Team Member | | nguyenvtse61778@fpt.edu.vn | | | |
| Phạm Chánh Hưng | | Team Member | | hungpcse61807@fpt.edu.vn | | | |
| Đặng Thế Anh | | Team Member | | anhdtse61372@fpt.edu.vn | | | |
| **3. Content** | | | | | | | |
| Mr. Hung reviews SprintBacklog to tracking member tasks.  Team continues demo application and Mr. Hung gives no feedbacks.  Mr. Hung reviews UseCase and gives some feedbacks:   * Use case specification: Need to be more detail   Mr. Hung reviews all diagram and gives some feedbacks:   * ERD: No type of data * System architecture: Need to update * Component diagram: Need to update * Class diagram: Remove actions such as: participate/enroll/take/learn,… | | | | | | | |
| **4. Action Items** | | | | | | | |
| **Action** | | | | | **Owner** | | **Due Date** |
| Fix system architecture | | | | | Team | | 17/04/2018 |
| Fix component diagram | | | | | Team | | 17/04/2018 |
| Fix class diagram | | | | | Team | | 17/04/2018 |

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| **Meeting/Project Name:** | **Corporate Training System** | | | | | | |
| **Date of Meeting:** | 17/04/2018 | | **Time:** | | | 10:15 | |
| **Secretary:** | NguyenVT | | **Location:** | | | Room 107FPT University | |
| **1. Meeting Objective** | | | | | | | |
| * Review task in Sprint 12 * Review slide for presentation * Demo application | | | | | | | |
| **2. List of Attendees** | | | | | | | |
| **Name** | | **Department/Division** | | **E-mail** | | | |
| Nguyễn Huy Hùng | | Supervisor | | hungnh@fpt.edu.vn | | | |
| Lê Phúc Thịnh | | Team Leader | | thinhlpse61759@fpt.edu.vn | | | |
| Võ Thạch Nguyên | | Team Member | | nguyenvtse61778@fpt.edu.vn | | | |
| Phạm Chánh Hưng | | Team Member | | hungpcse61807@fpt.edu.vn | | | |
| Đặng Thế Anh | | Team Member | | anhdtse61372@fpt.edu.vn | | | |
| **3. Content** | | | | | | | |
| Mr. Hung reviews tasks in Sprint 12  Team performs an presentation and demo application for Mr. Hung give feedbacks:   * Mr. Hung recommends to update some diagram and contents * Mr. Hung requires team should concentrate to main feature of application | | | | | | | |
| **4. Action Items** | | | | | | | |
| **Action** | | | | | **Owner** | | **Due Date** |
| Fix powerpoint file | | | | | Team | | 19/04/2018 |
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| **Meeting/Project Name:** | **Corporate Training System** | | | | | | |
| **Date of Meeting:** | 19/04/2018 | | **Time:** | | | 10:15 | |
| **Secretary:** | NguyenVT | | **Location:** | | | Room 107FPT University | |
| **1. Meeting Objective** | | | | | | | |
| * Demo application | | | | | | | |
| **2. List of Attendees** | | | | | | | |
| **Name** | | **Department/Division** | | **E-mail** | | | |
| Nguyễn Huy Hùng | | Supervisor | | hungnh@fpt.edu.vn | | | |
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| Phạm Chánh Hưng | | Team Member | | hungpcse61807@fpt.edu.vn | | | |
| Đặng Thế Anh | | Team Member | | anhdtse61372@fpt.edu.vn | | | |
| **3. Content** | | | | | | | |
| Team continues demo application and Mr. Hung gives no feedbacks.  Mr. Hung gives some advices for team to ready for presentation. | | | | | | | |
| **4. Action Items** | | | | | | | |
| **Action** | | | | | **Owner** | | **Due Date** |
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