



International School

CAPSTONE PROJECT 1

CMU-SE-450

MENTOR MEETING DOCUMENT

Green Big5 information System

Submitted by

Chinh, Thai Huu
Chung, Hoang Bao
Hau, Phuc Bui
Loc, Nguyen Tien

Approved by

Capstone Project 1 - Mentor:

Name

Signature

Date

Binh, Thanh Nguyen _____

A handwritten signature in blue ink, appearing to be 'Ng/Bui', written over a horizontal line.

_____ 31 - Nov- 2021

PROJECT INFORMATION

Project acronym	GB5		
Project Title	GreenBig5		
Start Date	19 Aug 2021	End Date	
Lead Institution	International School, Duy Tan University		
Project Mentor	Doctor. Habil. Binh, Thanh Nguyen		
Scrum master / Project Leader & contact details	Chinh, Huu Thai Email: huuchinhdev@gmail.com Tel: 0962545506 Student ID: 24211207534		
Partner Organization			
Project Web URL	http://greenbig5.herokuapp.com/		
Team members	Student ID	Name	Email
1	24211207051	Chung, Bao Hoang	baochungal@gmail.com
2	24211206857	Hau, Phuc Bui	bphau121020@gmail.com
3	24211202217	Loc, Tien Nguyen	nguyentienloc18122000@gmail.com

DOCUMENT INFORMATION			
Document Title	Mentor Meeting Document		
Author(s)	Team C1SE.02		
Role	Mentor Meeting Document		
Date	14 - Dec - 2021	File name	Mentor Meeting Document
URL	greenbig5.herokuapp.com		
Access	Project and CMU Program		

19 - Aug - 2021

GREEN BIG5 INFORMATION SYSTEM

MENTOR MEETING

Meeting Date: 19 - Aug - 2021

Meeting Location: Online meeting

Approval: 19 - Aug - 2021

Recorded By: Chung

1. ATTENDANCE

Name	Title	Acronym	Present
Chinh, Thai Huu	Leader	THC	Yes
Loc, Nguyen Tien	Member	TL	Yes
Hau, Bui Phuc	Member	PH	Yes
Chung, Hoang Bao	Secretary	BC	Yes

2. MEETING LOCATION

- Online meeting: Skype
- Meeting with mentor : Binh ,Nguyen Thanh

3. MEETING START

- Meeting Schedule start: 15:00
- Meeting Actual start: 15:30
- Meeting note taker: Chung

4. AGENDA

- Requirement discussion
- Technology discussion
- Role discussion
- Big5 discussion

5. POST MEETING ACTION ITEMS

Action	Assigned To	Deadline
Requirement analyze	All member	22-Aug-2021
Big5 theory analyze	Chinh	30-Aug-2021

6. MEETING END

- Meeting Schedule end: 16:30
- Meeting Actual end: 16:45

Secretary

Chung

Chung, Hoang Bao

18 - Aug - 2021

GREEN BIG5 INFORMATION SYSTEM

MENTOR MEETING

Meeting Date: 18 - Aug - 2021

Meeting Location: Online meeting

Approval: 18 - Aug - 2021

Recorded By: Chung

1. ATTENDANCE

Name	Title	Acronym	Present
Chinh, Thai Huu	Leader	THC	Yes
Loc, Nguyen Tien	Member	TL	Yes
Hau, Bui Phuc	Member	PH	Yes
Chung, Hoang Bao	Secretary	BC	Yes

2. MEETING LOCATION

- Online meeting: Skype
- Meeting with mentor: Binh, Nguyen Thanh

3. MEETING START

- Meeting Schedule start: 15:30
- Meeting Actual start: 15:30
- Meeting note taker: Chung

4. AGENDA

- Topic discussion
- Proposal discussion
- Research benefits discussion
- Document requirements
- Discuss about GB5 Database
- Discuss about Big5 Indicator

5. POST MEETING ACTION ITEMS

Action	Assigned To	Deadline
Requirement analyze	All member	04-Sep-2021
Highlight province with high chart & draw diagrams	Chinh	11 - Sep - 2021
Update project plan, product backlog	Chung	11 - Sep - 2021
Documentation about GB5 database.	Chung	17 - Sep - 2021

6. MEETING END

- Meeting Schedule end: 17:00
- Meeting Actual end: 17:00

Secretary

Chung

Chung, Hoang Bao

18 - Sep - 2021

GREEN BIG5 INFORMATION SYSTEM

MENTOR MEETING

Meeting Date: 18 - Sep - 2021

Meeting Location: Online meeting

Approval: 18 - Sep - 2021

Recorded By: Chung

1. ATTENDANCE

Name	Title	Acronym	Present
Chinh, Thai Huu	Leader	THC	Yes
Loc, Nguyen Tien	Member	TL	Yes
Hau, Bui Phuc	Member	PH	Yes
Chung, Hoang Bao	Secretary	BC	Yes

2. MEETING LOCATION

- Online meeting: Skype
- Meeting with mentor : Binh, Nguyen Thanh

3. MEETING START

- Meeting Schedule start: 16:30
- Meeting Actual start: 16:30
- Meeting note taker: Chung

4. AGENDA

- Discuss about GB5 Application UI
- Discuss about Big5 Indicator

5. POST MEETING ACTION ITEMS

Action	Assigned To	Deadline
Build GB5 Application Ui	Hau	24 - Sep -2021
Create interface design	Chinh	20 - Sep -2021

6. MEETING END

- Meeting Schedule end: 17:30
- Meeting Actual end: 17:30

Secretary

Chung

Chung, Hoang Bao

05 - Oct - 2021

GREEN BIG5 INFORMATION SYSTEM

MENTOR MEETING

Meeting Date: 05 - Oct - 2021

Meeting Location: Online meeting

Approval: 05 - Oct - 2021

Recorded By: Chung

1. ATTENDANCE

Name	Title	Acronym	Present
Chinh, Thai Huu	Leader	THC	Yes
Loc, Nguyen Tien	Member	TL	Yes
Hau, Bui Phuc	Member	PH	Yes
Chung, Hoang Bao	Secretary	BC	Yes

2. MEETING LOCATION

- Online meeting: Skype
- Meeting with mentor: Binh, Nguyen Thanh

3. MEETING START

- Meeting Schedule start: 21:00
- Meeting Actual start: 21:00
- Meeting note taker: Chung

4. AGENDA

- Report the collect Big-five indicator status
- GB5 Application Development Kick-off

5. POST MEETING ACTION ITEMS

Action	Assigned To	Deadline
Update database document	Chinh	7 - Oct -2021

6. MEETING END

- Meeting Schedule end: 15:00
- Meeting Actual end: 15:30

Secretary

Chung

Chung, Hoang Bao

21 - Oct - 2021

GREEN BIG5 INFORMATION SYSTEM

MENTOR MEETING

Meeting Date: 21 - Oct - 2021

Meeting Location: Online meeting

Approval: 21 - Oct - 2021

Recorded By: Chung

1. ATTENDANCE

Name	Title	Acronym	Present
Chinh, Thai Huu	Leader	THC	Yes
Loc, Nguyen Tien	Member	TL	Yes
Hau, Bui Phuc	Member	PH	Yes
Chung, Hoang Bao	Secretary	BC	Yes

2. MEETING LOCATION

- Online meeting: Skype
- Meeting with mentor : Binh, Nguyen Thanh

3. MEETING START

- Meeting Schedule start: 21:30
- Meeting Actual start: 21:30
- Meeting note taker: Chung

4. AGENDA

- Application development status
- Discuss about GB5 Dashboard
- Develop GB5 Dashboard kick off
- Prepare document

5. POST MEETING ACTION ITEMS

Action	Assigned To	Deadline
GB5 Application demo	Hau	none
Develop GB5 Dashboard	All Member	10 - Nov - 2021
Update proposal	Chinh	10-Oct-2021
Demo Dashboard	All Member	13 - Nov -2021

6. MEETING END

- Meeting Schedule end: 22:30
- Meeting Actual end: 22:45

Secretary

Chung

Chung, Hoang Bao

20 - Nov - 2021

GREEN BIG5 INFORMATION SYSTEM

MENTOR MEETING

Meeting Date: 30 - Nov - 2021

Meeting Location: Online meeting

Approval: 30 - Nov - 2021

Recorded By: Chung

1. ATTENDANCE

Name	Title	Acronym	Present
Chinh, Thai Huu	Leader	THC	Yes
Loc, Nguyen Tien	Member	TL	Yes
Hau, Bui Phuc	Member	PH	Yes
Chung, Hoang Bao	Secretary	BC	Yes

2. MEETING LOCATION

- Online meeting: Google Meet
- Meeting with mentor : Binh, Nguyen Thanh

3. MEETING START

- Meeting Schedule start: 17:00
- Meeting Actual start: 17:40
- Meeting note taker: Chung

4. AGENDA

- Document update
- Prepare Dashboard demo

5. POST MEETING ACTION ITEMS

Action	Assigned To	Deadline
Dashboard demo	All member	5-Dec - 2021
Product demo	All Member	10 -Dec- 2021

6. MEETING END

- Meeting Schedule end: 19:00
- Meeting Actual end: 19:00

Secretary

Chung

Chung, Hoang Bao

08 - Dec - 2021

GREEN BIG5 INFORMATION SYSTEM

MENTOR MEETING

Meeting Date: 08 - Dec - 2021

Meeting Location: Online meeting

Approval: 08 - Dec - 2021

Recorded By: Chung

1. ATTENDANCE

Name	Title	Acronym	Present
Chinh, Thai Huu	Leader	THC	Yes
Loc, Nguyen Tien	Member	TL	Yes
Hau, Bui Phuc	Member	PH	Yes
Chung, Hoang Bao	Secretary	BC	Yes

2. MEETING LOCATION

- Online meeting: Skype
- Meeting with mentor: Binh, Nguyen Thanh

3. MEETING START

- Meeting Schedule start: 17:00
- Meeting Actual start: 17:30
- Meeting note taker: Chung

4. AGENDA

- Demo UI
- Discuss about presentation
- Discuss about architecture documents
- Demo UI
- Discuss about presentation
- Discuss about scope and database design
- Discuss about link 2 dimension of DataCube

5. POST MEETING ACTION ITEMS

Action	Assigned To	Deadline
Framework, technology	Loc	14 - Nov - 2021
Update Scope & Database design	Loc, Chung	14 - Nov - 2021
Update UI	Hau	14 - Nov - 2021
Update Presentation	All members	14 - Nov - 2021
Update Test case document	All members	14 - Nov - 2021
Update last version of all documents	All members	14 - Nov - 2021

6. MEETING END

- Meeting Schedule end: 18:00
- Meeting Actual end: 19:00

Secretary

Chung

Chung, Hoang Bao

14 - Dec - 2021

GREEN BIG5 INFORMATION SYSTEM

MENTOR MEETING

Meeting Date: 14 - Dec - 2021

Meeting Location: Online meeting

Approval: 14 - Dec - 2021

Recorded By: Chung

1. ATTENDANCE

Name	Title	Acronym	Present
Chinh, Thai Huu	Leader	THC	Yes
Loc, Nguyen Tien	Member	TL	Yes
Hau, Bui Phuc	Member	PH	Yes
Chung, Hoang Bao	Secretary	BC	Yes

2. MEETING LOCATION

- Online meeting: Skype
- Meeting with mentor : Binh, Nguyen Thanh

3. MEETING START

- Meeting Schedule start: 22:00
- Meeting Actual start: 23:10
- Meeting note taker: Chung

4. AGENDA

- Review Documents

5. POST MEETING ACTION ITEMS

Action	Assigned To	Deadline
Prepare Presentation in English	All members	20 - Dec - 2021

6. MEETING END

- Meeting Schedule end: 00:00
- Meeting Actual end: 23:30

Secretary

Chung

Chung, Hoang Bao