**MINUTES OF MEETING DAY 29/1**

Today, at 8:00 p.m. on January 29, 2021

In room G.01, University of Greenwich Vietnam

The meeting took place with the content: Discussing the Journal project

1. **Participants:**

**Secretary: Do Lam Hoang Anh**

**Other components:**

* **Tran Thi Thanh Binh**
* **Nguyen Dang Khoa**
* **Nguyen Ngoc Nhi**
* **Vo Hoang Yen**

1. **Meeting contents**
2. **Meeting goals**

**Implement product backlog.**

**Design database for the system.**

1. **Contents**

**Continue to discuss the issue: defining the user functionality of the object.**

* **User students**

**Nhi recommends in students based on requirements basic functions should include login, post.**

**Khoa proposes to add functions to read comments and upload high-quality images.**

**Anh suggested based on the request that there will be 2 close days. The first close-day is the deadline for submitting student papers. The second close-day is for students who have submitted their papers and are only allowed to edit, not to submit new papers.**

**Yen described the process of using the functions of the students. After performing the mail login function provided by the school for each student, they can post within the given time. It is also possible to upload images for articles. After the submission period ends, students can still edit the submitted papers before the end of the deadline by downloading the submitted papers to their computer. They can view the moderator's comments.**

* **User marketing coordinator**

**Anh upon request asked the marketing coordinator of all faculties to log in to perform the functions in the system.**

**Khoa thinks that the coordinator will review the student submissions within 14 days of submission. The moderator comments below the post to help students edit their submitted posts.**

**Members agree**

* **User marketing manager**

**Nhi relied on demand from the script that the marketing director only considered articles that had been approved for publication in the magazine. If there is any other request, the marketing director will contact the department coordinator.**

**Yen further suggested that the marketing manager can view the articles by downloading them to the computer using a ZIP file.**

**Members agree**

**And continue to discuss building database of the system. Recommendation for 11 tables: Semester, Admin, Student, Gust, Marketing Coordinator, Marketing Manager, Account, Faculty, Article, Comment, Image.**

**Yen suggested to shorten 8 tables, remove the tables Admin, Student, Gust, Marketing Manager, and Marketing Coordinator. Because these 5 tables are similar to the Account table and will cause time and resource consuming for later work. Everyone on the team approved of this mission.**

**Others agree with Yen's opinion**

1. **Product backlog**

**No**

1. **Meeting conclusion:**

**The object functions are as follows:**

* **Students: login, post articles, edit submitted articles, view moderator's comments.**
* **Moderators: login, view student articles, suggest editing articles for students (comment), browse articles.**
* **Marketing Director: login, view all moderated articles.**

**About the database of the system we have outlined as follows:**

* **Semester: ID, Name, Opendate, Close date, Final close date**
* **Role: ID, Name**
* **Faculty: ID, Name**
* **User: ID, Name, Password, Email**
* **Article: ID, Name, Author**
* **Comment: ID, Description**
* **Image: ID, Name**

1. **Picture:**

