



Capstone Project 1

CMU-SE 450

Team Meeting

Version: 1.0

Date: 08/12/2021

School Connect Application

Submitted by:

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Approved by

Nguyen Minh Nhat

Team Meeting Panel Representative:

Name

Signature

Date

Capstone Project 1- Mentor:

Name

Signature

Date

Project Information

Project acronym	SConA		
Project Title	School Connect Application		
Start Date	22-Aug-2021	End Date	18-Dec-2021
Lead Institution	International School, Duy Tan University		
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DOCUMENT INFORMATION

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DOCUMENT APPROVALS

The following signatures are required for approval of this document.

Nguyen Minh Nhat <i>Mentor</i>	Signature	Date
Nguyen Thanh Phu <i>Scrum Master, DevTeam</i>	Signature	Date
Nguyen Trung Hieu <i>Product owner, DevTeam</i>	Signature	Date
Dang Nguyen Bao Hoai <i>Product owner, DevTeam</i>	Signature	Date

REVISION HISTORY

Version	Date	Comments	Author	Approval
1.0	08/12/2021	Create Team Meeting	Dang Nguyen Bao Hoai	

1st meeting: 20h August 15, 2021

Location: Google Meet

Participants: All members

Meeting Content:

- Introduce information of each member of the group and get to know each other
- Pre-select the topic for the project
- Looking for ideas for topics

Meeting Result:

- Unify ideas, choose a theme for the product
- Agree meeting time with mentor and schedule weekly meeting

Next scheduled meeting: August 28, 2021

2nd meeting: 20h August 28, 2021

Location: Google Meet

Participants: All members

Meeting Content:

- Review proposal and description of product requirements form version1.0
- Discuss about project plan and product backlog
- Assign work in Sprint 1

Meeting Result:

- All members take their jobs for Sprint 1

Next scheduled meeting: September 05, 2021

3rd meeting: 20h September 05, 2021

Location: Google Meet

Participants: All members

Meeting Content:

- Discuss and review Project Plan
- Discuss and review Product Backlog

- Discuss and review User Story
- Ready for Sprint 1

Meeting Result:

- Phu implements Project plan documents
- Hieu implemented Product Backlog document
- Hoai implemented User Stories document
- Get the job ready for Sprint 1

Next scheduled meeting: September 18, 2021

4th meeting: 20h September 18, 2021

Location: Google Meet

Participants: All members

Meeting Content:

- Review login user and admin page
- Review the progress of Sprint 1
- Check again database for Sprint 1
- Test restful API

Meeting Result:

- Preview work progress: relatively completed.
- Complete login UI design
- Complete UI design homepage
- UI login code preview
- Modal interaction applies to the back-end

Next scheduled meeting: September 25, 2021

5th meeting: 20h September 25, 2021

Location: Google Meet

Participants: All members

Meeting Content:

- Sprint Phase 1.

- Survey of work progress.
- Evaluation of APIs.

Meeting Result:

- Unify the tasks in the Sprint
- Restful API
- Using JSON tokens
- Complete the function create post
- Review of test-documents

Next scheduled meeting: October 24, 2021

6th meeting: 20h October 24, 2021

Location: Google Meet

Participants: All members

Meeting Content:

- Discussing documents for the next stage
- Prepare for Midterm review.
- Reassign some document tasks

Meeting Result:

- Finished creating sprint task 2 on October 26. [Hieu]
- Content load : load source bar [Hieu]
 - Code:
 1. Member moderation.
 2. Post moderation
 3. View member list
 - Design:
 1. Change user information
 2. View profiles.
 - Draw front end architecture
- ADMIN function: report admin - report [Hoai]
 - Complete sprint task 1

- Build admin report, report number of forum, number of members
- UI document
- Vue pagination
- Complete adding/removing/editing users, forums
- Create API backend [Phu]
 - Create/ modify/ delete account/ grant permission account information
 - Create/ modify/ delete forum information
 - Moderation of users - posts.
 - Identify team members

Next scheduled meeting: November 7, 2021

7th meeting: 20h November 7, 2021

Location: Google Meet

Participants: All members

Meeting Content:

- Talk about sprint 3 progress
- Progress after exam phase 1.
- The action plan of chat (socket or api).
- Finalize the document: Backlog.
- Browse front end architecture documentation.

Meeting Result:

- Use Socket io for chat function
- Add very-high vs very low for backlog priority
- Remove acceptance criteria

Next scheduled meeting: November 14, 2021

8th meeting: 20h November 14, 2021

Location: Google Meet

Participants: All members

Meeting Content:

TEAM'S NAME: C1SE.44

- Divide the work, promote to keep up the schedule
- Recalculate product backlog and user story
- Discussing API connection methods between FE and BE

Meeting Result:

- Pagination vue on the user management page and forum management
- Complete UI user and admin document
- Completing test case 3

Next scheduled meeting: November 21, 2021

9th meeting: 20h November 21, 2021

Location: Google Meet

Participants: All members

Meeting Content:

- Fix connection error FE and BE
- Update test plan
- Update product backlog, create sprint 4

Meeting Result:

- Prepare for functions next week
- Edit Sprint task

Next scheduled meeting: November 25, 2021

10th meeting: 20h November 25, 2021

Location: Google Meet

Participants: All members

Meeting Content:

- Edit the product backlog
- Fix API error and connect between FE and BE
- Divide the work for the members, speed up the progress of the project

Meeting Result:

- The whole team reviews the UI document, test plan

TEAM'S NAME: C1SE.44

- Edit Sprint Mission 3
- Prepare for dashboard and posts functions next week

Next scheduled meeting: November 28, 2021

11th meeting: 20h November 28, 2021

Location: Google Meet

Participants: All members

Meeting Content:

- Fix API connection from Frontend to Backend
- Distributing the work of making upcoming documents to members
- Dashboard data exchange

Meeting Result:

- Calculate how it works between 2 system administrators and users
- Unified to separate 2 separate systems to operate

Next scheduled meeting: December 2, 2021

12th meeting: 20h December 2, 2021

Location: Google Meet

Participants: All members

Meeting Content:

- Check the members' work progress
- Implement chat function and user report functions
- Discussing the data of the chat function

Meeting Result:

- Complete test plan document
- Successful API connection for some user and admin functions
- Complete the function of the forum

Next scheduled meeting: December 4, 2021

13th meeting: 20h December 4, 2021

Location: Google Meet

Participants: All members

Meeting Content:

- Review final architecture design, proposal, database design
- Test comment-eventready for function chat and slide

Meeting Result:

- Report the work progress of each member
- Review documents about to close the project

Next scheduled meeting: December 7, 2021

14th meeting: 20h December 7, 2021

Location: Google Meet

Participants: All members

Meeting Content:

- Capture the work progress of the members
- Implement quick forum reporting function for censor, forum join, notification and chart on admin side
- Discuss implementation of chat function

Meeting Result:

- Transfer the admin chart function to Hieu
- Completing some upcoming documents

Next scheduled meeting: December 9, 2021

15th meeting: 20h December 9, 2021

Location: Google Meet

Participants: All members

Meeting Content:

- Implementation of Impediment, Retrospective sprint 1,2,3,4 document
- Added Import Excel function and some outstanding functions

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- Complete division of leftover documents before the end of the project

Meeting Result:

- Hieu completed the remaining functions in the system
- Hoai completed the outstanding documents
- Phu completed the BE function and documentation before the end of the project

Next scheduled meeting: