Class: 21CLC10 – Introduction to Software Engineering

Group ID: 04

Group Name: Code999+Bugs

Project Name: 2HandBook

**SPRINT REVIEW MEETING MINUTES**

Sprint 2 (3/7/2023 - 16/7/2023)

Host: 21127453 - Hoàng Anh Trà

Secretary: 21127232 - Nguyễn Thanh Bình

Time: 20:00 - 20:35 16/7/2023

Members present: 4

21127189 - Đinh Quý Triều

21127232 - Nguyễn Thanh Bình

**21127453 - Hoàng Anh Trà**

22127096 - Trần Phúc Hải

Members absent: 1

21127197 - Nguyễn Đức Tuấn

Completed tasks

* Revised Project Plan
* Detailed Vision Document
* Training template engine Handlebars, Bootstrap 5, SASS/SCSS
* Design database model
* Draw Use-case diagram
* Write Use-case specification

Canceled tasks and causes

* None

Problems and causes

* Having not done all assignments before deadline
  + Limited time for project due to midterm exams
* A member is absent without informing any reasons
* Distinguishing between actors is not clear at the beginning
* Having some difficulties when thinking about alternative flows and non-functional requirements

Lessons learned

* Basic knowledge of drawing Use-case diagram, writing Use-case specification
* Managing time more effectively

Changes to improve in next sprint

* Sprint 3 has to complete tasks of Design the rest of UI and Implement UI which belong to previous sprint, so we need to complete them as soon as possible.
* Adjust a suitable amount of time for allocating tasks to all members.