



International School

CMU-SE 246 VIS

MEETING TEAM DOCUMENT

Version 1.1

Date: 25 May, 2024

STORE MANAGEMENT SYSTEM

(SMS)

Submitted by

Hoang Thanh An

Tran Quoc Quang

Hoang Van Duong

Dao Tien Dung

Nguyen Viet Minh Man

Approved by

Group Project 4 - Mentor:

Name

Signature

Date

Thuan, Nguyen Trung _____ 25 - May- 2024

Review Panel Representative:

Name

Signature

Date

Thuan, Nguyen Trung _____ 25 - May- 2024

PROJECT INFORMATION

Project acronym	SMS		
Project Title	Store Management System		
Start Date	15 March 2024	End Date	25 May 2024
Lead Institution	International School, Duy Tan University		
Project Mentor	Nguyen Trung Thuan		
Scrum master / Project Leader & contact details	An, Hoang Thanh Email: thanhan2004thd@gmail.com Tel: 0888100204		
Partner Organization			
Project Web URL	https://github.com/hailenquang/team4_cs246_VIS		
Team members	Name	Email	Tel
1	Hoang Thanh An	thanhan2004thd@gmail.com	0888100204
2	Tran Quoc Quang	hailenquang@gmail.com	0392723042
3	Dao Tien Dung	tkphucuong02@gmail.com	0373238605
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DOCUMENT NAME

PHONESHOP

APPLICATION

Document Title	Meeting Team Document		
Reporting Period	25 - May - 2024		
Author(s)	All members		
Role	Developer		
Date	2/5/2024	Filename	CMU-CS 246 VIS Meeting Team Document

TEAM MEETING

Meeting Date: 2 May 2024

Meeting Location: Online meeting

1. Attendance

Name	Title	Acronym	Present
An,Thanh Hoang	Leader	TA	Yes
Man,Minh Viet Nguyen	Secretary	MM	Yes
Quang,Quoc Tran	Member	QQ	Yes
Dung,Tien Dao	Member	QN	Yes
Duong,Van Hoang	Member	VD	Yes

2. Meeting Location

- Online meeting: Zoom

3. Meeting Start

- Meeting Schedule start: 19:00
- Meeting Actual start: 19:00
- Meeting note taker: Quang,Man

4. Agenda

- Discuss about proposal format.
- Discuss about which technologies will be used.
- Choose communication and storing platforms.

5. Post-Meeting Action Items

Action	Assigned To	Deadline
Discuss about proposal format	All members	6 May 2024
Discuss which technologies will be used	All members	6 May 2024
Choose communication and storing platforms	All members	6 May 2024

6. Meeting End

- Meeting Schedule end: 20:30 ●

Meeting Actual end: 20:30

PHONESHOP APPLICATION

Secretary

Man,Minh Viet
Nguyen

TEAM MEETING

Meeting Date: 7 May 2024

Meeting Location: Online meeting

1. Attendance

Name	Title	Acronym	Present
An,Thanh Hoang	Leader	TA	Yes
Man,Minh Viet Nguyen	Secretary	MM	Yes
Quang,Quoc Tran	Member	QQ	Yes
Dung,Tien Dao	Member	QN	Yes
Duong,Van Hoang	Member	VD	Yes

2. Meeting Location

- Online meeting: Zoom

3. Meeting Start

- Meeting Schedule start: 19:00
- Meeting Actual start: 19:00
- Meeting note taker: Quang

4. Agenda

- Create WBS

- Cost Estimate
- Find Data Sources

5. Post-Meeting Action Items

Action	Assigned To	Deadline
Create WBS	All members	5 May 2024
Cost Estimate	All members	5 May 2024
Find Data Sources	All members	5 May 2024

6. Meeting End

- Meeting Schedule end: 20:30 ●

Meeting Actual end: 20:30

PHONESHOP APPLICATION

Secretary

Man,Minh Viet
Nguyen

Meeting Date:11 May 2024

Meeting Location: Online meeting

Approval: 11 May 2024

1. Attendance

Name	Title	Acronym	Present
An,Thanh Hoang	Leader	TA	Yes
Man,Minh Viet Nguyen	Secretary	MM	Yes
Quang,Quoc Tran	Member	QQ	Yes
Dung,Tien Dao	Member	QN	Yes
Duong,Van Hoang	Member	VD	Yes

2. Meeting Location

- Online meeting: Zoom

3. Meeting Start

- Meeting Schedule start: 19:00
- Meeting Actual start: 19:00
- Meeting note taker: Quang,Man

4. Agenda

- Create a User story document
- Find Data Sources

5. Post-Meeting Action Items

Action	Assigned To	Deadline
Create a admin story document	All members	20 May 2024

6. Meeting End

● Meeting Schedule end: 20:30 ●

Meeting Actual end: 20:30

PHONESHOP

APPLICATION

Secretary

Man,Minh Viet
Nguyen

Meeting Date: 15 May 2024

Meeting Location: Online meeting

Approval: 15 May 2024

1. Attendance

Name	Title	Acronym	Present
An,Thanh Hoang	Leader	TA	Yes
Man,Minh Viet Nguyen	Secretary	MM	Yes
Quang,Quoc Tran	Member	QQ	Yes
Dung,Tien Dao	Member	QN	Yes
Duong,Van Hoang	Member	VD	Yes

2. Meeting Location

- Online meeting: Zoom

3. Meeting Start

- Meeting Schedule start: 18:00
- Meeting Actual start: 18:00
- Meeting note taker: Quang,Man

4. Agenda

- Discussion team

- Update documents

5. Post-Meeting Action Items

Action	Assigned To	Deadline
Discussion team	All members	22 May 2024
Update documents	All members	22 May 2024

PHONESHOP APPLICATION

Meeting Date: 17 May 2024

Meeting Location: Online meeting Approval:

17 May 2024

1. Attendance

Name	Title	Acronym	Present
An,Thanh Hoang	Leader	TA	Yes
Man,Minh Viet Nguyen	Secretary	MM	Yes
Quang,Quoc Tran	Member	QQ	Yes
Dung,Tien Dao	Member	QN	Yes
Duong,Van Hoang	Member	VD	Yes

2. Meeting Location

- Online meeting: Zoom

3. Meeting Start

- Meeting Schedule start: 18:00
- Meeting Actual start: 18:00

PHONESHOP

APPLICATION

- Meeting note taker: Quang

4. Agenda

- Discussion team
- Recreate WBS
- Update documents
- Create Architecture

5. Post-Meeting Action Items

Action	Assigned To	Deadline
Discussion team	All members	22 May 2024
Recreate WBS	All members	22 May 2024
Update documents	All members	22 May 2024
Create Architecture	All members	22 May 2024

6. Meeting End

- Meeting Schedule end: 20:30 ●

Meeting Actual end: 20:30

Secretary

Man,Minh Viet
Nguyen

Meeting Date: 19 May 2024

Meeting Location: Online meeting Approval:
19 May 2024

1. Attendance

Name	Title	Acronym	Present
Nhat, The Nguyen	Leader	TN	Yes
Thai, Son Bui	Secretary	ST	Yes
Phuc, Dang Hong	Member	HP	Yes
Nhat, Quang Dao	Member	QN	Yes

2. Meeting Location

- Online meeting: Zoom

3. Meeting Start

- Meeting Schedule start: 18:30
- Meeting Actual start: 18:30
- Meeting note taker: Quang,Man

4. Agenda

- Create Test Plan document
- Create Test Case document

- Create Acceptance Criteria

5. Post-Meeting Action Items

Action	Assigned To	Deadline
Create Test Plan document	All members	22 May 2024
Create Test Case document	All members	22 May 2024
Create Acceptance Criteria	All members	22 May 2024

6. Meeting End

- Meeting Schedule end: 20:30 ●

Meeting Actual end: 20:30

Secretary

Man,Minh Viet
Nguyen

Meeting Date: 21 May 2024

Meeting Location: Online

meeting Approval: 21 May
2024

1. Attendance

Name	Title	Acronym	Present
An,Thanh Hoang	Leader	TA	Yes
Man,Minh Viet Nguyen	Secretary	MM	Yes
Quang,Quoc Tran	Member	QQ	Yes
Dung,Tien Dao	Member	QN	Yes
Duong,Van Hoang	Member	VD	Yes

2. Meeting Location

- Online meeting: Zoom

3. Meeting Start

- Meeting Schedule start: 19:00
- Meeting Actual start: 19:00
- Meeting note taker: Quang,Man

4. Agenda

- Update Proposal
- Update Project Plan
- Update Product Backlog
- Update Architecture document
- Create Database Design
- Update Interface Design
- Update Test Plan
- Update Test Case
- Update Sprint Backlog

5. Post-Meeting Action Items

Action	Assigned To	Deadline
Update Proposal	All members	22 May 2024
Update Project Plan	All members	22 May 2024
Update Product Backlog	All members	22 May 2024
Update Architecture document	All members	22 May 2024
Create Database Design	All members	22 May 2024
Update Interface Design	All members	22 May 2024
Update Test Plan	All members	22 May 2024
Update Test Case	All members	22 May 2024

6. Meeting End

- Meeting Schedule end: 20:30
- Meeting Actual end: 20:30

Secretary

Man,Minh Viet
Nguyen