Appendix 9-2 Task Sheet

Abbreviations: HTT Hoàng Toàn Thắng

NNT Nguyễn Ngọc Thạch

Date upadated: 11/12/2019

QGL Quách Gia Lâm

Project Ref. No.:				Planning Completion Date		Date of Preparation of Activity Plan:				
Sr. No.	Task	Project Title:	Activity Plan Prepared by:	For review or testing	Final	Actual Start Date	Actual Days:	Team Mate Names in charge	Status	
1	Complete Source code and supporting Files and Folders.		НТТ	01/01/2019	04/01/2020	07/12/2019				
1.1	Design Web Layout				04/01/2019					
	Mock-up				10/12/2019	07/12/2019		HTT	Completed	
	Theme and Format			13/12/2019	14/12/2019	11/12/2019		HTT	in progress	
	Files and Folder set-up			13/12/2019	14/12/2019	11/12/2019		HTT	in progress	
	Draft 1			14/12/2019	17/12/2019	11/12/2019		HTT	in progress	
	Home			14/12/2019	17/12/2019	11/12/2019		HTT	in progress	
	Services			14/12/2019	17/12/2019	11/12/2019		QGL	in progress	
	Portfolio			14/12/2019	17/12/2019	11/12/2019		HTT	in progress	
	Gallery			14/12/2019	17/12/2019	11/12/2019		NNT	in progress	
	Team			14/12/2019	17/12/2019	11/12/2019		QGL	in progress	
	Press			14/12/2019	17/12/2019	11/12/2019		NNT	in progress	
	Contact			14/12/2019	17/12/2019	11/12/2019		QGL	in progress	
	Draft 2			25/12/2019	28/12/2019					
	Final			01/02/2020	04/01/2020					
1.2	Gather all required contents									
1.2.1	Images	l		14/12/2019	16/12/2019	11/12/2019			in progress	
	Collecting images			14/12/2019	16/12/2019	11/12/2019				

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	Wedding			14/12/2019	16/12/2019	11/12/2019		QGL	in progress	
	Corporate			14/12/2019	16/12/2019	11/12/2019		HTT	in progress	
	School			14/12/2019	16/12/2019	11/12/2019		HTT	in progress	
	Celebration			14/12/2019	16/12/2019	11/12/2019		NNT	in progress	
	Private parties			14/12/2019	16/12/2019	11/12/2019		NNT	in progress	
	Team member			14/12/2019	16/12/2019	11/12/2019		QGL	in progress	
	Selection of Images			17/12/2019	18/12/2019			HTT		
	Editing images			19/12/2019	20/12/2019					
	Wedding			19/12/2019	20/12/2019			QGL		
	Corporate			19/12/2019	20/12/2019			HTT		
	School			19/12/2019	20/12/2019			HTT		
	Celebration			19/12/2019	20/12/2019			NNT		
	Private parties			19/12/2019	20/12/2019			NNT		
	Team member			19/12/2019	20/12/2019			QGL		
1.2.2	Copy writing - external links			14/12/2019	19/12/2019	11/12/2019			in progress	
	Wedding			14/12/2019	19/12/2019	11/12/2019		QGL	in progress	
	Corporate			14/12/2019	19/12/2019	11/12/2019		HTT	in progress	
	School			14/12/2019	19/12/2019	11/12/2019		HTT	in progress	
	Celebration			14/12/2019	19/12/2019	11/12/2019		NNT	in progress	
	Private parties			14/12/2019	19/12/2019	11/12/2019		NNT	in progress	
	Team member			14/12/2019	19/12/2019	11/12/2019		QGL	in progress	
	Press			14/12/2019	19/12/2019	11/12/2019		NNT	in progress	
	Social Media Links			14/12/2019	19/12/2019	11/12/2019		QGL	in progress	
1.2.3	Graphics									
	Logo of JADON			14/12/2019	19/12/2019	11/12/2019		HTT	in progress	

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2	Project documentation		HTT		28/12/2019				
	Sypnosis			17/12/2019	21/12/2019	11/12/2019		HTT	in progress
	Problem Definition			10/12/2019	19/12/2019	11/12/2019		HTT	Completed
	Requirement specification			10/12/2019	19/12/2019	11/12/2019		HTT	Completed
	Function Diagram			10/12/2019	19/12/2019	11/12/2019		HTT	Completed
	Site Map			10/12/2019	19/12/2019	11/12/2019		HTT	Completed
	Architecture and Design of project			17/12/2019	19/12/2019	11/12/2019		QGL	in progress
	Mock-up Layout			10/12/2019	19/12/2019	11/12/2019		HTT	Completed
	Task Sheet					11/12/2019		HTT	in progress
	review 1 review 2				10/12/2019	11/12/2019		НТТ	Completed
	review 3								
	DFD			17/12/2019	21/12/2019	11/12/2019		HTT	in progress
	Flowchart			17/12/2019	21/12/2019	11/12/2019		HTT	in progress
	Process Diagram			17/12/2019	21/12/2019	11/12/2019		HTT	in progress
	Screenshots			17/12/2019	21/12/2019	11/12/2019		QGL	in progress
	Source Code and Comments			17/12/2019	21/12/2019	11/12/2019		HTT	in progress
3	User guide		HTT	24/12/2019				QGL+NNT	