



CAPSTONE PROJECT 1

CMU-SE 450

MENTOR MEETING DOCUMENT

Date : 21/05/2023

LinguaSnap for Traveler

Submitted by

Dat, Nguyen Thanh

Truong, Vu Dinh

Long, Pham Ba Hoang

Kha, Nguyen Ngoc

Approved by Nguyen Duc Man

Capstone Project 1 - Mentor:

Name

Signature

Date

INTERNATIONAL SCHOOL OF DUY TAN UNIVERSITY

PROJECT INFORMATION

Project acronym	LiS		
Project title	LinguaSnap for Travelers		
Start date	25 – February – 2023	End Date	31 – May – 2023
Lead institution	International School, Duy Tan University		
Project mentor	Nguyen Duc Man Email: mannd@duytan.edu.vn Phone: +84 904 235 945		
Partner organization	Duy Tan University		
Scrum Master	Dat, Nguyen Thanh	ntdat1232001@gmail.com	0972530969
Product owner	Truong, Vu Dinh	Jonnyvu2210@gmail.com	0905223611
Team members	Kha, Nguyen Ngoc	winkha14567@gmail.com	0945721427
	Long, Pham Ba Hoang	longphambahoang@gmail.com	0793310221

REVISION HISTORY

Version	Date	Comments	Author	Approval
1.0	21 May 2023	Initial Release	C1SE.05 Team	

28 – February – 2023

LINGUASNAP FOR TRAVELERS

MENTOR MEETING

Meeting date: 28 – February – 2023

Meeting location: Offline meeting

1. Attendance

Name	Title	Acronym	Present
Dat, Nguyen Thanh	Leader	TD	YES
Kha, Nguyen Ngoc	Member	NK	YES
Long, Pham Ba Hoang	Member	HL	YES
Truong, Vu Dinh	Member	DT	YES

2. Meeting Location

Offline meeting: Room 601, International School, 254 Nguyen Van Linh,
Thanh Khe District, Da Nang City

3. Meeting Start:

- Meeting Schedule start: 14:00
- Meeting Actual start : 14:00
- Meeting note taker : Long, Pham Ba Hoang

4. Agenda

- Introduce, list personal information of team members
- Suggest ideas for mentors
- Discuss the topic with a mentor
- Discussion on the given topics

5. Post Meeting Action Items

Action	Assigned to	Deadline
Finalize the topic the group has chosen, and state why the group chose this topic	All Member	28 – February – 2023
List the main functions that must be included in the project	All Member	28 – February – 2023
Discussing project management tools	All Member	28 – February – 2023
Finalize the topic the group has chosen, and state why the group chose this topic	All Member	28 – February – 2023

6. Meeting End

- Meeting Schedule end: 17:00
- Meeting Actual end: 17:00

Secretary

Long
Pham Ba Hoang

10 – April – 2023

LINGUASNAP FOR TRAVELERS

MENTOR MEETING

Meeting date: 10 – April – 2023

Meeting location: Offline meeting

1. Attendance

Name	Title	Acronym	Present
Dat, Nguyen Thanh	Leader	TD	YES
Kha, Nguyen Ngoc	Member	NK	YES
Long, Pham Ba Hoang	Member	HL	YES
Truong, Vu Dinh	Member	DT	YES

2. Meeting Location

3. Offline meeting: Room 601, International School, 254 Nguyen Van Linh, Thanh Khe District, Da Nang City

4. Meeting Start:

- Meeting Schedule start: 14:00
- Meeting Actual start : 14:00
- Meeting note taker : Long, Pham Ba Hoang

5. Agenda

- Demo app
- Edit the product backlog before making the project plan
- Date in sprint must match plan
- Draw CnC
- Do Architecture Design Document, Sprint Backlog Document

6. Post Meeting Action Items

Action	Assigned to	Deadline
Edit produc backlog	All Member	10 – April – 2023
Draw CnC	All Member	10 – April – 2023
Edit architecture design document	All Member	10 – April – 2023
Edit Sprint backlog document	All Member	10 – April – 2023

7. Meeting End

- Meeting Schedule end: 17:00
- Meeting Actual end: 17:00

Secretary

Long
Pham Ba Hoang

6 – May – 2023

LINGUASNAP FOR TRAVERLERS

MENTOR MEETING

Meeting date: 6 – May – 2023

Meeting location: Offline meeting

1. Attendance

Name	Title	Acronym	Present
Dat, Nguyen Thanh	Leader	TD	YES
Kha, Nguyen Ngoc	Member	NK	YES
Long, Pham Ba Hoang	Member	HL	YES
Truong, Vu Dinh	Member	DT	YES

2. Meeting Location

Offline meeting: Room 601, International School, 254 Nguyen Van Linh,
Thanh Khe District, Da Nang City

3. Meeting Start:

- Meeting Schedule start: 15:00
- Meeting Actual start : 15:00
- Meeting note taker : Long, Pham Ba Hoang

4. Agenda

- Demo app
- Extend the functions of the app (search, bookmark, scan image to search)
- Edit Database design document
- Edit module view of Database Design

5. Post Meeting Action Items

Action	Assigned to	Deadline
Edit Database design document	Truong	6 – May – 2023
Edit module view of Database Design	Dat,Kha	6 – May – 2023
Do and add more functions	All Member	6 – May – 2023

6. Meeting End

- Meeting Schedule end: 17:00
- Meeting Actual end: 17:00

Secretary

Long
Pham Ba Hoang

20 – May – 2023

LINGUASNAP FOR TRAVELERS

MENTOR MEETING

Meeting date: 20 – May – 2023

Meeting location: Offline meeting

1. Attendance

Name	Title	Acronym	Present
Dat, Nguyen Thanh	Leader	TD	YES
Kha, Nguyen Ngoc	Member	NK	YES
Long, Pham Ba Hoang	Member	HL	YES
Truong, Vu Dinh	Member	DT	YES

2. Meeting Location

Offline meeting: Room 601, International School, 254 Nguyen Van Linh,
Thanh Khe District, Da Nang City

3. Meeting Start:

- Meeting Schedule start: 15:00
- Meeting Actual start : 15:00
- Meeting note taker : Long, Pham Ba Hoang

4. Agenda

- Demo function
- Edit Document
- Project progress report
- Report the duties of each member

5. Post Meeting Action Items

Action	Assigned to	Deadline
Edit Document	All Member	20 – May – 2023
Report for mentor	All Member	20 – May – 2023

6. Meeting End

- Meeting Schedule end: 17:00
- Meeting Actual end: 17:00

Secretary

Long
Pham Ba Hoang