



CAPSTONE PROJECT 1

CMU-SE-450 / CMU-IS-450 / CMU-CS-450

TEAM MEETING DOCUMENT

SMART DASHBOARD APPLICATION

Submitted by

Vo Van Hoa
Pham Van Tin
Ky Huu Dong
Tran Thanh Kieu

Approved by

Capstone Project 1 - Mentor:

Name	Signature	Date
Binh, Thanh Nguyen _____		_____ 14 - Dec- 2020

Name	Signature	Date
Huy, Truong Dinh _____		

PROJECT INFORMATION			
Project Acronym	SDA		
Project Title	Smart Dashboard Application		
Project Web URL	https://sda-research.ml/		
Start Date	12 - Aug - 2020		
End Date:	15 - Dec - 2020		
Lead Institution	International School, Duy Tan University		
Project Mentor	PhD Binh, Nguyen Thanh; MSc Huy, Truong Dinh		
Scrum Master	Hoa, Vo	hoavo.dng@gmail.com	0935.193.182
Team Members	Tin, Pham Van	tinphamvan123@gmail.com	0932.535.175
	Dong, Ky Huu	kyhuudong@gmail.com	0898.246.980
	Kieu, Tran Thanh	thanhkieuTRAN391@gmail.com	0358.583.251

DOCUMENT INFORMATION			
Document Title	Team Meeting Document		
Author(s)	Team C1SE.06		
Role	[SDA] Team Meeting Document		
Date	14 - Dec - 2020	File name	Team Meeting Document
URL	https://github.com/sdateamdtu2020/sda-documents		
Access	Project and CMU Program		

12 - Aug - 2020

SMART DASHBOARD APPLICATION

TEAM MEETING

Meeting Date: 12 - Aug - 2020

Meeting Location: Online meeting

Approval: 12 - Aug - 2020

Recorded By: Kieu

1. ATTENDANCE

Name	Title	Acronym	Present
Hoa, Vo	Leader	VH	Yes
Tin, Pham Van	Member	VT	Yes
Dong, Ky Huu	Member	KD	Yes
Kieu, Tran Thanh	Secretary	TK	Yes

2. MEETING LOCATION

- Online meeting: Discord

3. MEETING START

- Meeting Schedule start: 15:00
- Meeting Actual start: 15:00
- Meeting note taker: Kieu

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
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Require proposal	All member	16 - Aug -2020
Require technology stack	All member	16 - Aug - 2020
Require process brief	All member	16 - Aug - 2020

6. MEETING END

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

Secretary

Kieu, Tran Thanh

19 - Aug - 2020

SMART DASHBOARD APPLICATION

TEAM MEETING

Meeting Date: 19 - Aug - 2020

Meeting Location: Online meeting

Approval: 19 - Aug - 2020

Recorded By: Kieu

1. ATTENDANCE

Name	Title	Acronym	Present
Hoa, Vo	Leader	VH	Yes
Tin, Pham Van	Member	VT	Yes
Dong, Ky Huu	Member	KD	Yes
Kieu, Tran Thanh	Secretary	TK	Yes

2. MEETING LOCATION

- Online meeting: Discord

3. MEETING START

- Meeting Schedule start: 15:00
- Meeting Actual start: 14:30
- Meeting note taker: Kieu

4. AGENDA

- Create WBS
- Create Gantt Chart & Cost Estimate
- Find Data Sources

5. POST MEETING ACTION ITEMS

Action	Assigned To	Deadline
WBS	All member	25 - Aug - 2020
Gantt Chart	Tin	25 - Aug - 2020
Find Data Source	Dong	25 - Aug - 2020

6. MEETING END

- Meeting Schedule end: 16:30
- Meeting Actual end: 16:30

Secretary

Kieu, Tran Thanh

26 - Aug - 2020

SMART DASHBOARD APPLICATION

TEAM MEETING

Meeting Date: 26 - Aug - 2020

Meeting Location: Online meeting

Approval: 26 - Aug - 2020

Recorded By: Kieu

1. ATTENDANCE

Name	Title	Acronym	Present
Hoa, Vo	Leader	VH	Yes
Tin, Pham Van	Member	VT	Yes
Dong, Ky Huu	Member	KD	Yes
Kieu, Tran Thanh	Secretary	TK	Yes

2. MEETING LOCATION

- Online meeting: SDA's Discord room

3. MEETING START

- Meeting Schedule start: 19:00
- Meeting Actual start: 18:45
- Meeting note taker: Kieu

4. AGENDA

- Find Data Source
- Update proposal

5. POST MEETING ACTION ITEMS

Action	Assigned To	Deadline
Find Data Source : Land	Hoa	31 - Aug - 2020
Update proposal	All members	31 - Aug - 2020

6. MEETING END

- Meeting Schedule end: 20:00
- Meeting Actual end: 20:30

Secretary

Kieu, Tran Thanh

31 - Aug - 2020

SMART DASHBOARD APPLICATION

TEAM MEETING

Meeting Date: 31 - Aug - 2020

Meeting Location: Online meeting.

Approval: 31 - Aug - 2020

Recorded By: Kieu

1. ATTENDANCE

Name	Title	Acronym	Present
Hoa, Vo	Leader	VH	Yes
Tin, Pham Van	Member	VT	Yes
Dong, Ky Huu	Member	KD	Yes
Kieu, Tran Thanh	Secretary	TK	Yes

2. MEETING LOCATION

- Online meeting : Discord

3. MEETING START

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

4. AGENDA

- Lorem ipsum
- Lorem ipsum
- Lorem ipsum

5. POST MEETING ACTION ITEMS

Action	Assigned To	Deadline
Require proposal	All member	15 - Aug -2020

6. MEETING END

- Meeting Schedule end: 21:00
- Meeting Actual end: 21:00

Secretary

Kieu, Tran Thanh

15 - Sep - 2020

SMART DASHBOARD APPLICATION

TEAM MEETING

Meeting Date: 15 - Sep - 2020

Meeting Location: Online

Approval: 15 - Sep - 2020

Recorded By: Kieu

1. ATTENDANCE

Name	Title	Acronym	Present
Hoa, Vo	Leader	VH	Yes
Tin, Pham Van	Member	VT	Yes
Dong, Ky Huu	Member	KD	Yes
Kieu, Tran Thanh	Secretary	TK	Yes

2. MEETING LOCATION

- Building: SDA's discord room

3. MEETING START

- Meeting Schedule start: 8:00
- Meeting Actual start: 8:30
- Meeting note taker: Kieu

4. AGENDA

- Lorem ipsum
- Lorem ipsum
- Lorem ipsum

5. POST MEETING ACTION ITEMS

Action	Assigned To	Deadline
Require proposal	All member	15 - Aug -2020

6. MEETING END

- Meeting Schedule end: 11:00
- Meeting Actual end: 11:00

Secretary

Kieu, Tran Thanh

26 - Oct - 2020

SMART DASHBOARD APPLICATION

TEAM MEETING

Meeting Date: 26- Oct - 2020

Meeting Location: Online Meeting.

Approval: 26- Oct - 2020

Recorded By: Kieu

1. ATTENDANCE

Name	Title	Acronym	Present
Hoa, Vo	Leader	VH	Yes
Tin, Pham Van	Member	VT	Yes
Dong, Ky Huu	Member	KD	Yes
Kieu, Tran Thanh	Secretary	TK	Yes

2. MEETING LOCATION

- Online meeting

3. MEETING START

- Meeting Schedule start: 21:00
- Meeting Actual start: 21:15
- Meeting note taker: Kieu

4. AGENDA

- Lorem ipsum
- Lorem ipsum
- Lorem ipsum

5. POST MEETING ACTION ITEMS

Action	Assigned To	Deadline
Require proposal	All member	15 - Aug -2020

6. MEETING END

- Meeting Schedule end: 22:30
- Meeting Actual end: 22:47

Secretary

Kieu, Tran Thanh

02 - Nov - 2020

SMART DASHBOARD APPLICATION

TEAM MEETING

Meeting Date: 2 - Nov - 2020

Meeting Location: NOOR Coffee & Tea.

Approval: 2 - Nov - 2020

Recorded By: Kieu

1. ATTENDANCE

Name	Title	Acronym	Present
Hoa, Vo	Leader	VH	Yes
Tin, Pham Van	Member	VT	Yes
Dong, Ky Huu	Member	KD	Yes
Kieu, Tran Thanh	Secretary	TK	Yes

2. MEETING LOCATION

- Building: NOOR Coffee & Tea.

3. MEETING START

- Meeting Schedule start: 16:00
- Meeting Actual start: 16:00
- Meeting note taker: Kieu

4. AGENDA

- Update project plan
- Update product backlog

5. POST MEETING ACTION ITEMS

Action	Assigned To	Deadline
Draw Module View Client	Tin, Kieu	7 - Nov - 2020
Draw Module View Server	Hoa, Kieu	7 - Nov - 2020
Interface Design document	Tin, Kieu	7 - Nov - 2020
Technologies Stack document	All members	7 - Nov -2020

6. MEETING END

- Meeting Schedule end: 19:00
- Meeting Actual end: 19:00

Secretary

Kieu, Tran Thanh

08 - Nov - 2020

SMART DASHBOARD APPLICATION

TEAM MEETING

Meeting Date: 08- Nov - 2020

Meeting Location: NOOR Coffee & Tea.

Approval: 08 - Nov - 2020

Recorded By: Kieu

1. ATTENDANCE

Name	Title	Acronym	Present
Hoa, Vo	Leader	VH	No
Tin, Pham Van	Member	VT	Yes
Dong, Ky Huu	Member	KD	Yes
Kieu, Tran Thanh	Secretary	TK	Yes

2. MEETING LOCATION

- Building: NOOR Coffee & Tea.

3. MEETING START

- Meeting Schedule start: 16:00
- Meeting Actual start: 16:00
- Meeting note taker: Kieu

4. AGENDA

- Write WBS document
- Update Sprint Backlog document

- Update Architecture document

5. POST MEETING ACTION ITEMS

Action	Assigned To	Deadline
WBS sprint 4	All member	12 - Nov - 2020
Draw allocation view diagram	Dong	12 - Nov - 2020
Update Sprint backlog	Tin, Kieu	12 - Nov - 2020

6. MEETING END

- Meeting Schedule end: 18:30
- Meeting Actual end: 18:30

Secretary

Kieu, Tran Thanh

13 - Nov - 2020

SMART DASHBOARD APPLICATION

TEAM MEETING

Meeting Date: 13- Nov - 2020

Meeting Location: NOOR Coffee & Tea.

Approval: 13 - Nov - 2020

Recorded By: Kieu

1. ATTENDANCE

Name	Title	Acronym	Present
Hoa, Vo	Leader	VH	Yes
Tin, Pham Van	Member	VT	Yes
Dong, Ky Huu	Member	KD	Yes
Kieu, Tran Thanh	Secretary	TK	Yes

2. MEETING LOCATION

- Building: NOOR Coffee & Tea.

3. MEETING START

- Meeting Schedule start: 15:00
- Meeting Actual start: 15:00
- Meeting note taker: Kieu

4. AGENDA

- Update architecture document
- Create Test Plan document
- Create Test Case document
- Create Acceptance Criteria document

5. POST MEETING ACTION ITEMS

Action	Assigned To	Deadline
Draw diagram architecture	Hoa	15 - Nov - 2020
Write Test Plan Databases	Dong	15 - Nov - 2020
Write Test Case UI	Tin	15 - Nov - 2020
Write Test Case RDF DW	Hoa	15 - Nov - 2020
Write Test Case Databases	Dong	15 - Nov - 2020
Update Acceptance Criteria doc	Kieu	15 - Nov - 2020

6. MEETING END

- Meeting Schedule end: 19:00
- Meeting Actual end: 19:00

Secretary

Kieu, Tran Thanh

16 - Nov - 2020

SMART DASHBOARD APPLICATION

TEAM MEETING

Meeting Date: 16- Nov - 2020

Meeting Location: NOOR Coffee & Tea.

Approval: 16 - Nov - 2020

Recorded By: Kieu

1. ATTENDANCE

Name	Title	Acronym	Present
Hoa, Vo	Leader	VH	Yes
Tin, Pham Van	Member	VT	Yes
Dong, Ky Huu	Member	KD	Yes
Kieu, Tran Thanh	Secretary	TK	Yes

2. MEETING LOCATION

- Building: NOOR Coffee & Tea.

3. MEETING START

- Meeting Schedule start: 09:30
- Meeting Actual start: 09:30
- Meeting note taker: Kieu

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
- Update Technologies Stack document
- Create Presentation slide

5. POST MEETING ACTION ITEMS

Action	Assigned To	Deadline
Update Database Design	Hoa	20 - Nov - 2020
Update Test Case sprint 4	Kieu, Tin	20 - Nov - 2020
Update Presentation	Tin	20 - Nov - 2020
Update Interface Design sprint 4	Tin	20 - Nov - 2020

6. MEETING END

- Meeting Schedule end: 15:30
- Meeting Actual end: 15:30

Secretary

Kieu, Tran Thanh

21 - Nov - 2020

SMART DASHBOARD APPLICATION

TEAM MEETING

Meeting Date: 21- Nov - 2020

Meeting Location: NOOR Coffee & Tea.

Approval: 21 - Nov - 2020

Recorded By: Kieu

1. ATTENDANCE

Name	Title	Acronym	Present
Hoa, Vo	Leader	VH	Yes
Tin, Pham Van	Member	VT	Yes
Dong, Ky Huu	Member	KD	Yes
Kieu, Tran Thanh	Secretary	TK	Yes

2. MEETING LOCATION

- Building: NOOR Coffee & Tea.

3. MEETING START

- Meeting Schedule start: 09:10
- Meeting Actual start: 10:00
- Meeting note taker: Kieu

4. AGENDA

- Update document for midterm evaluation
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5. POST MEETING ACTION ITEMS

Action	Assigned To	Deadline

6. MEETING END

- Meeting Schedule end: 13:00
- Meeting Actual end:

Secretary

Kieu, Tran Thanh

9 - Dec - 2020

SMART DASHBOARD APPLICATION

TEAM MEETING

Meeting Date: 9 - Dec - 2020

Meeting Location: Online Meeting

Approval: 9 - Dec - 2020

Recorded By: Kieu

1. ATTENDANCE

Name	Title	Acronym	Present
Hoa, Vo	Leader	VH	Yes
Tin, Pham Van	Member	VT	Yes
Dong, Ky Huu	Member	KD	Yes
Kieu, Tran Thanh	Secretary	TK	Yes

2. MEETING LOCATION

- SDA's room Discord

3. MEETING START

- Meeting Schedule start: 12:30
- Meeting Actual start: 13:20
- Meeting note taker: Kieu

4. AGENDA

- Discuss about Viz data cube in 2 dimension: year + city
- Discuss about backend architecture
- Discuss about slide presentation

5. POST MEETING ACTION ITEMS

Action	Assigned To	Deadline
Viz data cube in 2 dimension: year + city in Maps & Column Chart	Tin	13 - Dec - 2020
Update backend architecture	Dong	13 - Dec - 2020
Update API: query filter 1 city in 1 year	Hoa	13 - Dec - 2020
Update Slide, script of presentation	Kieu	13 - Dec - 2020

6. MEETING END

- Meeting Schedule end: 13:30
- Meeting Actual end: 14:00

Secretary

Kieu, Tran Thanh

13 - Dec - 2020

SMART DASHBOARD APPLICATION

TEAM MEETING

Meeting Date: 13 - Dec - 2020

Meeting Location: The Noor Coffee

Approval: 13 - Dec - 2020

Recorded By: Kieu

1. ATTENDANCE

Name	Title	Acronym	Present
Hoa, Vo	Leader	VH	No
Tin, Pham Van	Member	VT	Yes
Dong, Ky Huu	Member	KD	Yes
Kieu, Tran Thanh	Secretary	TK	Yes

2. MEETING LOCATION

- Meeting Location: The Noor Coffee

3. MEETING START

- Meeting Schedule start: 14:00
- Meeting Actual start: 14:00
- Meeting note taker: Kieu

4. AGENDA

- Update Slide, script of presentation
- Make Code Standard document
- Update data flow and server diagram
- Update team reflection

5. POST MEETING ACTION ITEMS

Action	Assigned To	Deadline
Update team Reflection	All member	14 - Dec - 2020
Make Code Standard document	Dong	14- Dec - 2020
Update data flow and server diagram	Hoa	14 - Dec - 2020
Update Slide, script of presentation	All member	14 - Dec - 2020
Update function architecture C&C Client, UI design	Tin	14 - Dec - 2020
Create Acceptance Criteria Doc	Tin	14 - Dec - 2020
Update Test Case Sprint4	Tin, Hoa	14 - Dec - 2020

6. MEETING END

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

Secretary

Kieu, Tran Thanh

14 - Dec - 2020

SMART DASHBOARD APPLICATION

TEAM MEETING

Meeting Date: 14 - Dec - 2020

Meeting Location: Online Meeting

Approval: 14 - Dec - 2020

Recorded By: Kieu

7. ATTENDANCE

Name	Title	Acronym	Present
Hoa, Vo	Leader	VH	No
Tin, Pham Van	Member	VT	Yes
Dong, Ky Huu	Member	KD	Yes
Kieu, Tran Thanh	Secretary	TK	Yes

8. MEETING LOCATION

- Meeting Location: Online Meeting

9. MEETING START

- Meeting Schedule start: 23:00
- Meeting Actual start: 23:00
- Meeting note taker: Kieu

10.AGENDA

- Update Final of documents

11.POST MEETING ACTION ITEMS

Action	Assigned To	Deadline

12.MEETING END

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

Secretary

Kieu, Tran Thanh