**Netcompany – TRading vision project (TVP)**

**WEEKLY STATUS REPORT – 3**

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| --- | --- |
| **Version:** | **1.1** |
| **Status:** | Final |
| **Author:** | Team |



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# Executive Summary

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Topics | Details | | | | | | | | | | Status |
| **Overall Weekly Status** | Overall, this week, the team was focusing on Project Proposal, especially is the project’s. | | | | | | | | | | **Green** | | | |
| **Issues** | **Open** | | **Closed** | | | | **Overdue** | | | | **Yellow** | | | |
| 0 | | 2 | | | | **0** | | | |
| **Risks** | **Open** | | | | **Closed** | | | | | **Green** | | | |
| 0 | | | | 0 | | | | |
| **Team Well-being**  **(From 1-5)** | **Collaborative Working** | **Quality Culture** | | **Timely Response** | **Workload** | **Current Task** | | **Training** | **Yellow** | | | |
| 4 | 2 | | 4 | 3 | 5 | | 4 |
| **Plan for Next Week** | * Complete Project Proposal. * Create and assign big tasks in PI1 into smaller sprint and assign appropriate member. * Define user stories and use cases. | | | | | | | | | | **Yellow** | | | |
| **Next Week Vacations** | No | | | | | | | | | |  | | | |

# Overall Weekly Status

This is week of PI planning.

* We set a meeting between Supervisor and Client to make the project’s topic clearer.
* We have modified the Project Proposal Document.

# Issues

## Open

The table below lists current issues, which require decisions in order not to delay the project. **Severity** rates from 1-4, 4 indicating the most critical issue

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **ID** | **Description** | **Severity** | **Responsible** | **Created** | **Deadline** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

## Closed

The table below lists issues, which were closed. **Severity** rates from 1-4, 4 indicating the most critical issue

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **ID** | **Description** | **Severity** | **Responsible** | **Created** | | **Deadline** |
| I03 | Scope should be clearer | 3 | Team | 02/11/2021 | | 03/11/2021 |
| I04 | Risks management need to be modified | 2 | Team | 02/11/2021 | 03/11/2021 | |

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# Risks

Uncertain events or conditions that result in a negative effect on the team’s delivery or development progress.

## Open

The table below is the list of current risks, which requires decisions in order not to delay the project. **Severity, Probability, and Impact** rates from 1-4, 4 indicating the most critical risk and most likely would happen.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **ID** | **Description** | **Severity** | **Probability** | **Impact** | **Created** | **Mitigation** |
|  |  |  |  |  |  |  |

## Closed

The table below lists of risks that have been closed.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **ID** | **Description** | **Severity** | **Probability** | **Impact** | **Created** | **Mitigation** |
|  |  |  |  |  |  |  |

# Team Well-Being

Please score the team’s well-being based on the below criteria with the range from 1-5, 5 indicating the happiest

|  |  |  |  |
| --- | --- | --- | --- |
| **Criteria** | **Description** | **Score** | **Comment** |
| Collaborative Working | Happiness with collaboration between teams as well as between the development team and external experts | 4 | The members work effectively and cohesively |
| Quality Culture | Commitment to quality. Happiness with the quality of document. | 3 | Customers want more detailed documentation |
| Timely Response | Did your team have a quick response when having questions? | 4 | Questions for supervisors and customers are answered quickly |
| Workload | Is your team happy with the current workload? | 3 | The members have completed the general plan for the project and the required documents from the school, but some documents requested by the customer need to be supplemented. |
| Current Task | List each team members and rate how motivated they are with the current task | 5 | Nguyen Bao Nguyen: 5  Quach Hoang Minh: 5  Ngo Gia Han: 5  Nguyen Vu Anh Thu: 5 |
| Training | How your team member progress on the training/certification programme/plan | 4 | Team are finishing our web learning and decided to learn new frameworks next week to make frontend |

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# Plan for Next Week

* Arrange a meeting for Supervisor and Client

# Next Week Vacations

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Role** | **From Date** | **To Date** | **Notes** |
|  |  |  |  |  |

# Next Status Report

The next status report would be released on November 18th, 2021.