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| **International School**  Đồ Án CDIO  **CMU-CS 447**  Team meeting  Version 1.0  Date: 05- April - 2025  Airline Reservation System  Submitted by  Nguyen Pham Anh Huong  Cao Minh  Le Minh Hieu  Nguyen Thi Thanh Huong  **Approved by**  **Capstone Project 1 - Mentor:**  Name Signature Date  Tinh, Le Van \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_04 - April- 2025 |

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| **PROJECT INFORMATION** | | | |
| **Project Acronym** | ARS | | |
| **Project Title** | Airline Reservation System | | |
| **Project Web URL** |  | | |
| **Start Date** | 5-Apr - 2025 | | |
| **End Date:** | 24 - May - 2025 | | |
| **Lead Institution** | International School, Duy Tan University | | |
| **Project Mentor** | M.Sc Tinh, Le Van | | |
| **Scrum Master** | Minh, Cao | Minhcao05092004@gmail.com | 0905575080 |
| **Team Members** | Huong, Nguyen Thi Thanh | nguyennguyenkhanhquynh@gmail.com | 0358692336 |
| Huong, Nguyen Pham Anh | ahhuong312@gmail.com | 0774442236 |
| Hieu, Le Minh | lhieu20231@gmail.com | 0901942400 |

# PROJECT INFORMATION

Table 1 - Project Information

# DOCUMENT INFORMATION

|  |  |  |  |
| --- | --- | --- | --- |
| **DOCUMENT INFORMATION** | | | |
| **Document Title** | Team Meeting | | |
| **Author(s)** | Group 3 | | |
| **Role** | Team Meeting\_v1.0 | | |
| **Date** | 5-Apr - 2025 | File name | Team Meeting\_v1.0 |
| **URL** |  | | |
| **Access** | Project and CMU Program | | |

Table 2 - Document Information

05 - Apr - 2025

# Airline Reservation System

## MENTOR MEETING

Meeting Date: 05 - Apr - 2025

Meeting Location: Online meeting

Approval: 05 - Apr - 2025

Recorded By: Nguyen Thi Thanh Huong

## ATTENDANCE

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Title** | **Acronym** | **Present** |
| Cao Minh | Leader | Cao Minh | Yes |
| Nguyen Pham Anh Huong | Member | Nguyen Pham Anh Huong | Yes |
| Le Minh Hieu | Member | Le Minh Hieu | Yes |
| Nguyen Thi Thanh Huong | Secretary | Nguyen Thi Thanh Huong | Yes |

## MEETING LOCATION

* Online meeting: Zoom

## MEETING START

* Meeting Schedule start: 16:00
* Meeting Actual start: 16:00
* Meeting note taker: Nguyen Thi Thanh Huong

## AGENDA

* Discuss project proposal format and scope
* Select technology stack (Node.js, React, PostgreSQL, JWT)
* Choose communication (Zoom, Discord) and storage platforms (GitHub)
* Plan Sprint 1 preparation

## POST MEETING ACTION ITEMS

|  |  |  |
| --- | --- | --- |
| **Action** | **Assigned To** | **Deadline** |
| Project proposal | All members | 12-Apr-2025 |
| Define technology stack | Cao Minh | 10-Apr-2025 |
| Setup GitHub repository | Le Minh Hieu | 10-Apr-2025 |
| Outline development process | Nguyen Thi Thanh Huong | 10-Apr-2025 |

## MEETING END

* Meeting Schedule end: 17:00
* Meeting Actual end: 17:00

**Secretary**

Nguyen Thi Thanh Huong

12 - Apr - 2025

# Airline Reservation System

## MENTOR MEETING

Meeting Date: 12 - Apr - 2025

Meeting Location: Online meeting

Approval: 12 - Apr - 2025

Recorded By: Nguyen Thi Thanh Huong

## ATTENDANCE

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Title** | **Acronym** | **Present** |
| Cao Minh | Leader | Cao Minh | Yes |
| Nguyen Pham Anh Huong | Member | Nguyen Pham Anh Huong | Yes |
| Le Minh Hieu | Member | Le Minh Hieu | Yes |
| Nguyen Thi Thanh Huong | Secretary | Nguyen Thi Thanh Huong | Yes |

## MEETING LOCATION

* Online meeting: Zoom

## MEETING START

* Meeting Schedule start: 16:00
* Meeting Actual start: 16:00
* Meeting note taker: Nguyen Thi Thanh Huong

## AGENDA

* Create Work Breakdown Structure (WBS) for Sprint 1
* Develop Gantt chart and cost estimate
* Identify flight data sources (APIs, mock data)
* Discuss PostgreSQL database modeling

## POST MEETING ACTION ITEMS

|  |  |  |
| --- | --- | --- |
| **Action** | **Assigned To** | **Deadline** |
| Create WBS | All members | 15-Apr-2025 |
| Develop Gantt chart | Nguyen Pham Anh Huong | 15-Apr-2025 |
| Identify flight data sources | Le Minh Hieu | 15-Apr-2025 |
| Draft database schema | Cao Minh | 15-Apr-2025 |

## MEETING END

* Meeting Schedule end: 17:00
* Meeting Actual end: 17:00

**Secretary**

Nguyen Thi Thanh Huong

22-Apr-2025

# Airline Reservation System

## MENTOR MEETING

Meeting Date: 22-Apr-2025

Meeting Location: Online meeting

Approval: 22-Apr-2025

Recorded By: Nguyen Thi Thanh Huong

## ATTENDANCE

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Title** | **Acronym** | **Present** |
| Cao Minh | Leader | Cao Minh | Yes |
| Nguyen Pham Anh Huong | Member | Nguyen Pham Anh Huong | Yes |
| Le Minh Hieu | Member | Le Minh Hieu | Yes |
| Nguyen Thi Thanh Huong | Secretary | Nguyen Thi Thanh Huong | Yes |

## MEETING LOCATION

* Online meeting: Zoom

## MEETING START

* Meeting Schedule start: 16:00
* Meeting Actual start: 16:00
* Meeting note taker: Nguyen Thi Thanh Huong

## AGENDA

* Review flight data sources and ETL process
* Update project proposal with Sprint 2 tasks
* Discuss flight search API and React frontend design
* Plan JWT authentication implementation

## POST MEETING ACTION ITEMS

|  |  |  |
| --- | --- | --- |
| **Action** | **Assigned To** | **Deadline** |
| Validate ETL process | Le Minh Hieu | 27-Apr-2025 |
| Update project proposal | All members | 27-Apr-2025 |
| Design flight search API | Cao Minh | 27-Apr-2025 |
| Draft React UI wireframes | Nguyen Pham Anh Huong | 27-Apr-2025 |

## MEETING END

* Meeting Schedule end: 17:00
* Meeting Actual end: 17:00

**Secretary**

Nguyen Thi Thanh Huong

02-May-2025

# **Airline Reservation System**

## MENTOR MEETING

Meeting Date: 02-May-2025

Meeting Location: Online meeting

Approval: 02-May-2025

Recorded By: Nguyen Thi Thanh Huong

## ATTENDANCE

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Title** | **Acronym** | **Present** |
| Cao Minh | Leader | Cao Minh | Yes |
| Nguyen Pham Anh Huong | Member | Nguyen Pham Anh Huong | Yes |
| Le Minh Hieu | Member | Le Minh Hieu | Yes |
| Nguyen Thi Thanh Huong | Secretary | Nguyen Thi Thanh Huong | Yes |

## MEETING LOCATION

* Online meeting: Zoom

## MEETING START

* Meeting Schedule start: 16:00
* Meeting Actual start: 16:00
* Meeting note taker: Nguyen Thi Thanh Huong

## AGENDA

* Update Sprint 3 backlog
* Review flight search API implementation
* Discuss payment gateway integration (PayPal, credit card)
* Update architecture document with backend details

## POST MEETING ACTION ITEMS

|  |  |  |
| --- | --- | --- |
| **Action** | **Assigned To** | **Deadline** |
| Update Sprint 3 backlog | Nguyen Thi Thanh Huong | 07-May-2025 |
| Implement payment gateway API | Cao Minh | 07-May-2025 |
| Update architecture document | Nguyen Pham Anh Huong | 07-May-2025 |
| Test flight search API | All members | 07-May-2025 |

## MEETING END

* Meeting Schedule end: 17:00
* Meeting Actual end: 17:00

**Secretary**

Nguyen Thi Thanh Huong

12 - May- 2025

# **Airline Reservation System**

## MENTOR MEETING

Meeting Date: 12 - May- 2025

Meeting Location: Online meeting

Approval: 12 - May- 2025

Recorded By: Nguyen Thi Thanh Huong

## ATTENDANCE

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Title** | **Acronym** | **Present** |
| Cao Minh | Leader | Cao Minh | Yes |
| Nguyen Pham Anh Huong | Member | Nguyen Pham Anh Huong | Yes |
| Le Minh Hieu | Member | Le Minh Hieu | Yes |
| Nguyen Thi Thanh Huong | Secretary | Nguyen Thi Thanh Huong | Yes |

## MEETING LOCATION

* Online meeting: Zoom

## MEETING START

* Meeting Schedule start: 15:00
* Meeting Actual start: 15:00
* Meeting note taker: Nguyen Thi Thanh Huong

## AGENDA

* Finalize React frontend UI
* Update test plan and test cases
* Prepare presentation slides for final evaluation
* Discuss deployment on Google Cloud and Firebase
* Update team reflection document

## POST MEETING ACTION ITEMS

|  |  |  |
| --- | --- | --- |
| **Action** | **Assigned To** | **Deadline** |
| Develop test cases | All members | 20-May-2025 |
| Prepare presentation slides | Nguyen Pham Anh Huong | 20-May-2025 |
| Deploy system | Cao Minh | 22-May-2025 |
| Update team reflection | All members | 20-May-2025 |
| Finalize test plan | Nguyen Thi Thanh Huong | 20-May-2025 |

## MEETING END

* Meeting Schedule end: 16:00
* Meeting Actual end: 16:00

**Secretary**

Nguyen Thi Thanh Huong