Weekly Report
25/10/2024 – 31/10/2024

Group ID: **01**
Project Name: **Pic2Model**
Prepared by: **Nguyễn Trần Minh Thư**

Team members:
22127403 - **Nguyễn Trần Minh Thư** *Project Manager – Business Analyst*
22127113 - **Nguyễn Hữu Gia Hiếu** *Implementer – Designer – Tester*
22127487 - **Phạm Trịnh Bảo Tín** *Designer - Implementer - Tester*
21127739 - **Vũ Minh Phát** *Team Leader – Implementer - Tester*
20127672 - **Vũ Mạnh Quân** *Business Analyst - Implementer*

1. Achievements since last week:

STT	Description	Due Date	Responsibility	%Complete
1	Finishing the Vision Document	30/10/2024	All team members	80%
2	Introduction	30/10/2024	Thư	100%
3	Positioning	30/10/2024	Thư	100%
4	Stakeholder and User Descriptions	30/10/2024	Hiếu - Tín - Phát	100%
5	Product Features	30/10/2024	Quân	100%
6	Non-Functional Requirements	30/10/2024	Quân	100%
7	Edit file before Submitting	30/10/2024	Thư	100%

2. Issues and impacts:

1. **Different Schedules of Team Members**:
   - **Description**: The varying study schedules and personal commitments of team members make it difficult to organize a unified meeting time. This scheduling conflict affects the ability to hold regular team meetings.
   - **Impact**: This leads to challenges in communication and coordination, resulting in delays in task completion and overall project progress.
2. **Missed Deadlines**:
   - **Description**: Some tasks have not been completed by the set deadlines.
   - **Impact**: Delays in completing tasks can push back the project timeline and increase the workload on team members as they try to catch up.

3. Next week's goals:

STT	Description	Due Date	Responsibility
1	Finishing the Vision Document	30/10/2024	All team members
2	Introduction	30/10/2024	Phát

3	Project Overview	30/10/2024	Thư
4	Project Organization	30/10/2024	Thư
5	Project Estimate	30/10/2024	Hiếu
6	Project Plan	30/10/2024	Tín and Hiếu
7	Project Monitoring and Control	30/10/2024	Phát
8	Edit file before Submiting	30/10/2024	Phát