\*This document may only be written by project managers of the team

**Here are a few steps that you should follow to write documents to promote your ideas to the team to contribute to this project:**

1.Please write the name of your file with the format **your\_name\_ideas\_date.docx**

**Ex: Phuong\_design\_plans\_04\_01\_2025.docx**

**2.Ideas can be broad or specific.**

**3.You may put any image into the document to explain something.**

**4.You may write it like writing an essay (we don’t care much about grammar so that you can focus more on your ideas and save more time writing).**

**5.Please use line space, line break whenever you can for ease of read.**

**6.Please focus on the project’s topic, don’t write anything not related to programming, coding, or designing.**

**7.Make sure it is less than 10 pages to save other people’s time.**