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## 💻 COS20031 Group 6 - Maverick Mates 2.0 Homepage



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Last updated: Oct 01, 2023 by [Tung Ta Quang](#)

### 👋 Welcome to Maverick Mates 2.0 😊

Our team aims to make the world better by applying the most up-to-date technology. We hope to provide solutions to various industry problems by leveraging the latest developments in IT.

#### 📊 Team metrics

<b>Project plan</b> Updated Oct 1, 2023 <span style="background-color: green; color: white; padding: 2px;">DONE</span>	<b>Sprint 1</b> Updated Oct 1, 2023 <span style="background-color: orange; color: white; padding: 2px;">IN PROGRESS</span>	<b>Sprint 2</b> Updated Oct 1, 2023 <span style="background-color: lightblue; color: black; padding: 2px;">NOT YET STARTED</span>
<b>Progress report</b> Updated Oct 1, 2023 <span style="background-color: lightblue; color: black; padding: 2px;">NOT YET STARTED</span>	<b>Sprint 3</b> Updated Oct 1, 2023 <span style="background-color: lightblue; color: black; padding: 2px;">NOT YET STARTED</span>	<b>Documentation and Final Product</b> Updated Oct 1, 2023 <span style="background-color: lightblue; color: black; padding: 2px;">NOT YET STARTED</span>

#### 🌟 About Maverick Mates 2.0

We are 5 aspiring young developers that seek to translate business visions into reality through the application of technology. We bring to the table a wide variety of technical skills and knowledge to enhance business operations. Our current project involves constructing a full-stack web application for a training and job-seeking platform.

#### 🔗 Meeting notes

- [2023-09-07 Meeting notes](#)
- [2023-09-14 Meeting notes](#)
- [2023-09-21 Meeting notes](#)
- [2023-09-28 Meeting notes](#)

#### 📸 Meet the team

 <b>TQ</b> <b>Ta Quang Tung</b> Team leader See <a href="#">Ta Quang Tung's profile</a> .	 <b>TH</b> <b>Tran Hoang Hai Anh</b> Team member See <a href="#">Tran Hoang Hai Anh's profile</a> .	 <b>QH</b> <b>Nguyen Quang Huy</b> Team member See <a href="#">Nguyen Quang Huy's profile</a> .
 <b>NH</b> <b>Nguyen Tran Quang Minh</b> Team member See <a href="#">Nguyen Tran Quang Minh's profile</a> .	 <b>SP</b> <b>Phan Sy Tuan</b> Team member See <a href="#">Phan Sy Tuan's profile</a> .	

#### 📅 Latest updates

##### Recently Updated

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- [2023-10-12 Meeting notes](#)  
28 minutes ago • contributed by [Nguyen Tran Quang Minh \(Swinburne HN\)](#)

#### 📍 Where to find us

- [N/A](#)
- [tunggnut2004@gmail.com \(Team Leader\)](#)
- [N/A](#)

#### ⭐ Featured resources

- [🔗 Project plan](#)
- [🔗 Working agreement](#)
- [🔗 Team Member Underperformance](#)
- [🔗 Roles and responsibilities](#)
- [🔗 Risk assessment matrix](#)

## Our calendar

Stage 1: Project planning	Stage 2: Sprint 1	Stage 3: Sprint 2
<p>Weeks 1 to 4 ( Sep 4, 2023 to Oct 1, 2023 )</p> <p>This stage of the project involves forming the team, understanding the business' requirements, and planning ahead for the rest of the project. More specifically, we will work on the following:</p> <ul style="list-style-type: none"><li>• To form the team and establish a safe and effective working environment, we will work on our <a href="#">Member profiles</a>, <a href="#">Working agreement</a>, and assign <a href="#">Roles and responsibilities</a>.</li><li>• To understand the business' requirements, we will read the project brief provided by the client and have a meeting with them for further clarification.</li><li>• Then we will plan for the upcoming weeks with the <a href="#">Project plan</a> and assess potential risks with the <a href="#">Risk assessment matrix</a>.</li></ul>	<p>Weeks 5 and 6 ( Oct 2, 2023 to Oct 15, 2023 )</p> <p>This stage involves implementing the first version of the database and adding features such as authentication, profile management, training courses, and internationalization.</p> <p>For more details, see the <a href="#">Project plan</a>.</p>	<p>Weeks 7 and 8 ( Oct 16, 2023 to Oct 29, 2023 )</p> <p>This stage involves optimizing and testing the database as well as adding features such as course registration, job posting, job search, and job application.</p> <p>For more details, see the <a href="#">Project plan</a>.</p>
	<p>Stage 4: Sprint 3</p> <p>Weeks 9 and 10 ( Oct 30, 2023 to Nov 12, 2023 )</p> <p>This stage involves finalizing the database and making quality changes to the website such as responsive layouts and quality of life features.</p> <p>For more details, see the <a href="#">Project plan</a>.</p>	<p>Stage 5: Finalization</p> <p>Weeks 11 and 12 ( Nov 13, 2023 to Nov 26, 2023 )</p> <p>This stage is when we wrap up the entire project. We will work on the project documentation, reports, and demonstration video.</p> <p>For more details, see the <a href="#">Project plan</a>.</p>

# 🚩 Project plan



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<b>Driver</b>	@Tung Ta Quang
<b>Approver</b>	Project Manager of GreeLiving (Ms. Hang) Unit Convener (Mr. Dai)
<b>Contributors</b>	@Tung Ta Quang  @Hải Anh Trần Hoàng  @Nguyen Tran Quang Minh (Swinburne HN)  @SY TUAN PHAN  @Nguyen Quang Huy (Swinburne HN)
<b>Informed</b>	Project Manager of GreeLiving (Ms. Hang) Unit Convener (Mr. Dai)
<b>Objectives</b>	Develop a full-stack web application and database for GreeLiving, an online platform aimed at enhancing the effectiveness of job-seeking and enriching the talent acquisition process. Values offered by this project include: <ul style="list-style-type: none"><li>• Providing learners with reputable training courses that can enhance their CV.</li><li>• Helping job-seekers easily find suitable jobs and simplifying their job application process.</li><li>• Giving employers the opportunity to connect with prospective clients and hire the right people.</li></ul>
<b>Due date</b>	Week 12 Nov 26, 2023
<b>Key outcomes</b>	<ul style="list-style-type: none"><li>• Provide a platform for learners to access high-quality training courses and employers to connect with prospective candidates.</li><li>• Offer an easy-to-use, fast, and secure platform for both learners/job-seekers and employers.</li></ul>
<b>Status</b>	IN PROGRESS

## 🤔 Problem Statement

The current website of GreeLiving, an online platform for training and recruitment, is lacking a **backend system** with **Content Management System (CMS)** for the management of user content and a **database** for the storage of data such as job listings and candidate profiles. These shortcomings prevent GreeLiving from being a useful platform for connecting job-seekers to employers.

## 🎯 Scope

<b>Must have:</b>	<ul style="list-style-type: none"><li>• A fully-functioning, secure, and optimized MySQL database that supports the business requirements as mentioned in the project brief, which are:<ul style="list-style-type: none"><li>◦ Allowing learners/job-seekers to (1) apply to training courses, (2) search and view job postings based on certain criteria, (3) apply to jobs and</li></ul></li></ul>
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	<p>select interview dates, and (4) view and modify their personal profile. This will enhance the effectiveness of job seekers.</p> <ul style="list-style-type: none"> <li>◦ Allowing businesses/employers to (1) create and publish job postings, (2) view and select applied candidates, (3) set interview dates with candidates, and (4) view and modify their company profile. This will enrich the talent acquisition process for employers.</li> <li>• A prototype of the website showing the interactions the user can perform to use the platform's essentials features.</li> <li>• A content management system (CMS) that enables GreeLiving to manage the website's content (e.g. creating and administering job aptitude tests, posting vacancies, etc.), thereby delivering significant business value and converts said content into a suitable format for storage in the database.</li> </ul>
<b>Nice to have:</b>	<ul style="list-style-type: none"> <li>• Internationalization/localization for the website to make it accessible to both Vietnamese and Australian users.</li> <li>• An industry-ready full-stack website for the platform.</li> <li>• Web analytics to analyze web traffic and user behavior.</li> </ul>
<b>Not in scope:</b>	<ul style="list-style-type: none"> <li>• A payment system that enables learners/job-seekers to securely pay for training courses.</li> <li>• A hosting architecture for the website, including concerns such as virtual machines, load balancing, backups, etc.</li> <li>• Search engine optimization (SEO) to improve the website's visibility on search engines.</li> </ul>

## Timeline



Project  
proposal

Sprint 1 end

Progress  
report

Sprint 2 end

## ▶ Milestones and deadlines

Milestone	Owner	Deadline	Status
Complete the planning stage.	@Tung Ta Quang	Oct 1, 2023	DONE
Complete Sprint 1 (Authentication, profile management, training courses, and internationalization).	@Tung Ta Quang @Nguyen Quang Huy (Swinburne HN) @Nguyen Tran Quang Minh (Swinburne HN) @SY TUAN PHAN @Hải Anh Trần Hoàng	Nov 1, 2023	DONE
Complete Sprint 2 (Course registration, job posting, job search, and job application).	@Tung Ta Quang @Nguyen Quang Huy (Swinburne HN) @Nguyen Tran Quang Minh (Swinburne HN) @SY TUAN PHAN @Hải Anh Trần Hoàng	Nov 15, 2023	IN PROGRESS
Complete Sprint 3 (Responsiveness and other minor features).	@Tung Ta Quang @Nguyen Quang Huy (Swinburne HN) @Nguyen Tran Quang Minh (Swinburne HN) @SY TUAN PHAN @Hải Anh Trần Hoàng	Nov 26, 2023	NOT YET STARTED
Finalize the database.	@Tung Ta Quang @Nguyen Quang Huy (Swinburne HN) @Nguyen Tran Quang Minh (Swinburne HN) @SY TUAN PHAN @Hải Anh Trần Hoàng	Nov 26, 2023	NOT YET STARTED
Finalize the project and write the documentation.	@Tung Ta Quang @Nguyen Quang Huy (Swinburne HN) @Nguyen Tran Quang Minh (Swinburne HN) @SY TUAN PHAN @Hải Anh Trần Hoàng	Nov 26, 2023	NOT YET STARTED

## 🔗 Reference materials



# 🤝 Working agreement



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## 👤 Team Preferences

<b>Team Member</b>	Ta Quang Tung	Nguyen Quang Huy	Nguyen Tran Quang Minh	Tran Hoang Hai Anh	Phan Sy Tuan
<b>Working location and time zone</b>	Hanoi, Vietnam (GMT +7)				
<b>Working hours and commitments</b>	9 A.M. to 5 P.M. and 8 P.M. to 10:30 P.M.	9AM to 12PM and 9PM to 2AM	8 A.M to 5 P.M and 9 P.M to 11 P.M	8 A.M to 12 P.M and 1 P.M to 5 P.M	9 A.M. to 5 P.M. and 8 P.M. to 10:00 P.M.
<b>Working environment and preferences</b>	I work at home on all days except Wednesday afternoon and Thursday where I am at university. I prefer working online.	I work at home and sometimes at university. Often busy in the afternoon.	I work from home and university.	I work from university mostly but at home also	I work at home and sometimes at university.
<b>How I like receiving feedback</b>	Online or in-person but privately.	Online via Messenger or in-person during the workshop section.	Face to face conversation or feedback thought Messenger or Zalo.	Mostly online but in-person is fine	Online or in-person.
<b>Context about me</b>	Swiftie, love listening to new music, currently learning Spanish, also learning to lead :3	Talkative and sometimes lazy.	If you know, you know	Why am I learning IT ?	I love engineering. ❤️

## 💬 Communication Channels

Channel	Purpose	Audience	Standards
<b>Messenger</b>	Announcements and daily conversations.	All team members.	Open by default. Questions should be answered within 12 hours.
<b>Zalo</b>	Consultation with lecturer/tutor.	All team members.	No group chat. Team members ask questions independently.

<b>Google Meet</b>	Online meetings.	All team members.	Meeting time announced 3 days before. Team members must inform their absence 1 day before. Webcams must be on for all participants.
<b>Classroom</b>	In-person meetings and discussions.	All team members.	All team members are expected to attend. Absence should be informed 1 day before the classroom session. Team members must complete their independent learning before the session.
<b>Confluence</b>	Documentation of the project. Maintains a list of questions and answers related to the project and the unit.	All team members.	All members are allowed to edit all pages in the Confluence space. Team members are expected to complete their assigned work on Confluence.
<b>Google Drive</b>	File sharing.	All team members.	All members are allowed to read, upload, and modify files on the team's Drive folder. These documents should not be leaked outside.
<b>GitHub</b>	Storage of the team's code repository.	All team members.	Members must not directly commit to the main/master branch. They must create and commit to a different branch, then create a pull request. The team leader will make any final adjustments before merging it to the main branch.

## Meetings

Meeting type	Team meeting	Daily check-up	Client meeting
<b>Objective</b>	Discussing the project with members.	Getting progress updates from members.	Informing clients/stakeholders of project progress.
<b>Outcomes</b>	Updating everyone of the project's current progress, formulating plans, and allocating work to team members.	Knowing each member's progress as well as any difficulties they are encountering to adjust the workload appropriately.	Clients/stakeholders are informed of the team's progress, provide feedback to improve the team's work and resolve difficulties.
<b>Format</b>	Online/in-person, whole team.	Online/in-person, individual team members. Must be very	Online/in-person, whole team with clients/stakeholders.

		brief (5-10 minutes only)	
<b>Who</b>	All members	All members individually.	All members and clients/stakeholders.
<b>Resources</b>	Online: Google Meet, microphones, laptops/phones/etc.  Offline: Laptops, sticky notes.	Online: Messenger  Offline: A note pad and pen to write down responses.	Laptop, slides, projector.
<b>How will we show up?</b>	All members are expected to attend with prior reading of the agenda and preparation.  Members should show up positive and ready to contribute to the meeting.	If the check-up takes place online, each team member is expected to respond within 4 hours.  If the check-up takes place in-person, it will be done during class where everyone is expected to attend.	Members are expected to grasp the progress of and be ready to present their assigned parts to clients/stakeholders.  It is important that members arrive with a positive attitude and a readiness to actively participate in the meeting.
<b>How will we manage follow up?</b>	Record discussion points and further actions on Confluence.  Set deadlines for allocated work.	Adjust the team's workload and work division appropriately if team members are encountering issues. Provide guidance on how to complete tasks as needed.	Record clients' feedback on Confluence, decide on further actions to finish the project to the clients' standard, and set deadlines.

## Team member underperformance

<b>Underperformance signals and how they are detected</b>	<p><b>In regard to work quality:</b></p> <ul style="list-style-type: none"> <li>Producing poor quality work (code/reports/etc.). (Detection: Confluence, team's GitHub repository.)</li> <li>Plagiarizing other sources. (Detection: Confluence, team's GitHub repository.)</li> <li>Not assigning oneself to work. (Detection: Jira.)</li> </ul> <p><b>In regard to work productivity:</b></p> <ul style="list-style-type: none"> <li>Failing to meet deadlines without a valid reason. (Detection: Jira.)</li> <li>Coming unprepared to team meetings. (Detection: During meetings.)</li> </ul> <p><b>In regard to collaboration:</b></p> <ul style="list-style-type: none"> <li>Not informing team of current progress. (Detection: In communication channels, during daily check-ups.)</li> <li>Coming to meetings late or doing unrelated things during meetings. (Detection: During meetings.)</li> <li>Not contributing ideas to discussions. (Detection: During meeting discussions.)</li> <li>Not communicating with team in a timely manner. (Detection: In communication channels.)</li> <li>Using unprofessional or disrespectful language. (Detection: In communication channels or meetings.)</li> <li>Discouraging or patronizing other members. (Detection: In communication channels or meetings.)</li> </ul>
<b>Resolution policy</b>	<p>At the end of each week, the project managers will review the work done during that week and reflect on team members' performance.</p> <p>If one or two underperformance signals are detected for a team member, the project managers will inform that member in person or through text messages to help them get back on track.</p>

After three or more signals are detected for a team member, a Performance Improvement Plan (PIP) will be created for that member.

The team member is expected to follow the plan to address the identified issues. They will be monitored over the following 2 weeks to see if there are any improvements. If the issues persist, this member will be reported to the unit facilitator for mark deductions as per the Poor Contribution Weighting Rubric.

All team members should be informed of the decision to ensure transparency.

## Escalation Process

Decider	How	Transparency	Feedback Loop
@Tung Ta Quang - team leader	Each week, review the Jira board to identify which tasks are falling behind schedule and who are responsible. Discuss the issue with team members to arrive at a resolution.	The final decision will be shared with everyone in the team.	Stakeholders will be informed of the situation through email or in person.
Unit lecturer/tutor	If a member persistently underperforms and negatively impacts the team's output, this issue will be discussed with the unit lecturer/tutor in person. A decision will be made to deduce the member's marks.	All members, including the underperforming member, will be informed of the decision.	Stakeholders will be informed of the situation through email or in person.

## Continuous Improvement

Purpose	How	Standards
Identify how to make the project more complete.	Meetings and discussions with clients/stakeholders.	Key improvement areas will be listed on Confluence.
Provide feedback for team members to learn.	Collect frequent feedbacks from the customer/ individual team member.	Valuable/ constructive feedbacks will be listed on Confluence.
Celebrate success.	Hanging out and bonding with all team members.	Personal and team's achievement will be listed on Confluence.

# Roles and responsibilities



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## Overview

Team	Maverick Mates 2.0
Team members	<a href="#">@Tung Ta Quang</a> <a href="#">@Nguyen Tran Quang Minh (Swinburne HN)</a> <a href="#">@SY TUAN PHAN</a> <a href="#">@Nguyen Quang Huy (Swinburne HN)</a> <a href="#">@Hải Anh Trần Hoàng</a>
Date	Sep 1, 2023 to Nov 26, 2023
Team mission	Develop a full-stack website featuring a performant database for GreeLiving, a training and recruitment platform.

## Roles and responsibilities

Roles	Assignee(s)	Responsibilities	Why they fit this role?
Team leader	<a href="#">@Tung Ta Quang</a>	<ul style="list-style-type: none"><li>Submit the team deliverables on time.</li><li>Oversee the operation of the entire team.</li><li>Coordinate teamwork.</li><li>Facilitate meetings.</li><li>Meet or contact clients to receive feedback on the team's output.</li><li>Ask clients questions on behalf of the team.</li></ul>	Tung has previous experience leading teams. He is familiar with a range of web technologies, and his knowledge will help guide the team. Tung is also highly proficient in English, allowing him to easily communicate with teammates and clients. Additionally, he is responsible and always ensures that the work is of the highest standard.  See <a href="#">Ta Quang Tung</a> 's profile.
Project manager	<a href="#">@Tung Ta Quang</a> <a href="#">@Nguyen Quang Huy (Swinburne HN)</a>	<ul style="list-style-type: none"><li>Manage the Jira board, initiate sprints, and set up and assign user stories.</li><li>Monitor the team's progress to ensure that the project is not behind schedule.</li><li>Have daily check-ins with team members to ensure they are on track.</li><li>Remind team members when deadlines are due.</li><li>Solve issues that arise during project execution (e.g.: a change in scope, members underperforming.)</li></ul>	Tung and Huy are organized and goal-oriented members with great communication and adaptability. Aside from being good problem solvers and decision makers, they can also foster a convivial team culture. This is important because project managers have to meet the team frequently and solve team issues.

			See  <a href="#">Ta Quang Tung</a> 's and  <a href="#">Nguyen Quang Huy</a> 's profiles.
Database designer	<a href="#">@Tung Ta Quang</a> <a href="#">@Nguyen Quang Huy (Swinburne HN)</a> <a href="#">@Nguyen Tran Quang Minh (Swinburne HN)</a> <a href="#">@Hải Anh Trần Hoàng</a> <a href="#">@SY TUAN PHAN</a>	<ul style="list-style-type: none"> <li>Identify the kinds of data the business will need to store and the operations that will be performed on this data.</li> <li>Design the entities and relationships within the database.</li> <li>Test the database to ensure that it is consistent, performant, and secure.</li> <li>Decide on the database management system to use based on the business requirements.</li> </ul>	The database is the central component of the entire project as all of the business logic revolves around it. As such, everyone needs to contribute to its design. All members of the team have previous experience with MySQL, so their contributions can add more value to the database.
Backend designer	<a href="#">@Tung Ta Quang</a> <a href="#">@Nguyen Quang Huy (Swinburne HN)</a>	<ul style="list-style-type: none"> <li>Design and implement the server-side architecture.</li> <li>Implement the business logic that happens on the server to support the functions required by the platform.</li> <li>Write code that securely connects the frontend to the business database.</li> <li>Write tests and analyze the backend logic to identify bugs and bottlenecks.</li> <li>Collaborate with the frontend team to deliver code that enhances the user experience.</li> </ul>	Tung and Huy have previous experience in server-side development, good understanding of databases, and familiarity with web protocols. As good problem solvers, they can implement business logic that is correct, effective, and secure.  See  <a href="#">Ta Quang Tung</a> 's and  <a href="#">Nguyen Quang Huy</a> 's profiles.
Frontend designer	<a href="#">@Nguyen Tran Quang Minh (Swinburne HN)</a> <a href="#">@Hải Anh Trần Hoàng</a> <a href="#">@SY TUAN PHAN</a>	<ul style="list-style-type: none"> <li>Identify the characteristics of the website's primary user groups to design a user experience that best suits their needs.</li> <li>Design the website's user interface.</li> <li>Implement design changes and develop smooth user interactions.</li> <li>Ensure that the website is visually pleasing on different devices.</li> <li>Collaborate with the backend team to deliver a smooth user experience.</li> </ul>	Minh, Hai Anh, and Tuan have a keen eye for design and are skilled in frontend tools such as HTML, CSS, and JavaScript. They are detail-oriented, creative, and can translate designs into functional interfaces.  See  <a href="#">Nguyen Tran Quang Minh</a> 's,  <a href="#">Tran Hoang Hai Anh</a> 's, and  <a href="#">Phan Sy Tuan</a> 's profiles.
Note-taker	<a href="#">@Nguyen Quang Huy (Swinburne HN)</a>	<ul style="list-style-type: none"> <li>Take meeting notes.</li> <li>Take notes of clients' feedback.</li> </ul>	Huy is attentive, organized, and has excellent listening skills. He can distill complex information into clear, concise notes and is proficient in the use of note-taking tools.  See  <a href="#">Nguyen Quang Huy</a> 's profile.

# Risk assessment matrix



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## Background

The goal of the project is to build a full-stack website for GreeLiving, a training and recruitment platform. The platform will include a number of features, most notably:

- Offer learners a wide range of courses in a variety of categories, including F&B, beauty & spa, and tourism & hospitality.
- Let job-seekers search for and apply to jobs that are suited to them.
- Allow employers to write job postings and select applied candidates.
- Allow candidates and employers to arrange interview dates.

To achieve the requirements set out by the company, the project will need the following:

- A database to store data such as user profiles, job postings, and recruitment data.
- A content management system to facilitate the creation of user content such as job postings or personal profiles.
- A user-friendly interface to ensure a smooth and simple experience on the platform.

## Risks management

### Risk rating

LOW	MEDIUM	HIGH	EXTREME
<ul style="list-style-type: none"><li>• Acceptable</li><li>• Ok to proceed</li></ul>	<ul style="list-style-type: none"><li>• As low as reasonably practicable</li><li>• Take mitigation efforts</li></ul>	<ul style="list-style-type: none"><li>• Generally unacceptable</li><li>• Seek support</li></ul>	<ul style="list-style-type: none"><li>• Intolerable</li><li>• Place event on hold</li></ul>

LIKELIHOOD	SEVERITY			
	ACCEPTABLE (1) <i>Little to no effect on event</i>	TOLERABLE (2) <i>Effects are felt, but not critical to outcome</i>	UNDESIRABLE (3) <i>Serious impact to the course of action and outcome</i>	INTOLERABLE (4) <i>Could result in disaster</i>
IMPROBABLE (A) <i>Risk is unlikely to occur</i>		<ul style="list-style-type: none"><li>• 2A.1 - Membership changes disrupting the team's structures and operations.</li></ul>	<ul style="list-style-type: none"><li>• 3A.1 - Inefficient project management.</li></ul>	<ul style="list-style-type: none"><li>• 4A.1 - DDOS attacks on the server.</li></ul>
POSSIBLE (B) <i>Risk will likely</i>			<ul style="list-style-type: none"><li>• 3B.1 - Scope creep and</li></ul>	<ul style="list-style-type: none"><li>• 4B.2 - SQL injection</li></ul>

<i>occur</i>			frequent changes.	attacks.
<b>PROBABLE (C)</b> <i>Risk will occur</i>		<ul style="list-style-type: none"> <li>2C.1 - Routine technical issues causing periodic platform downtime.</li> </ul>	<ul style="list-style-type: none"> <li>3C.1 - Spike in website usage during peak recruitment seasons.</li> </ul>	

## Risk descriptions

Title	Severity	Description
Membership changes disrupting the team's structures and operations.	MEDIUM	Happens when the team loses or gains a new member, which can affect how the team works together.
Inefficient project management.	MEDIUM	Happens when the team leader and project manager does not manage the project effectively to keep the project moving forward. This could be due to lack of dedication, not communicating the requirements to the team while, not checking up on the team regularly, etc.
DDOS attacks on the server.	HIGH	Happens when a bad actor inundates the server with requests, preventing it from serving other users.
Scope creep and frequent changes.	HIGH	Happens when the project scope grows during the project's execution due to the client's sudden demands and/or the team's failure to define the scope clearly.
Routine technical issues causing periodic platform downtime.	HIGH	Happens during the maintenance periods of the server.
Spike in website usage during peak recruitment seasons.	HIGH	Happens when the number of users is greater than the amount the server can support at any given time.
SQL injection attacks.	EXTREME	Happens when an attacker attempts to place malicious code in a MySQL statement through web forms or text entries.

## Action items

- (2A.1) Defines granular roles and responsibilities that can be dynamically assigned to different members in the event of membership changes.
- (2A.1) Encourage continuous learning to help members obtain a diverse skillset, including skills outside their current roles.
- (2C.1) Implement robust technical monitoring & support.
- (3A.1) Get frequent feedback from team members to adjust the workload.
- (3A.1, 3B.1) Define and communicate the scope clearly.
- (3C.1) Optimize backend logic to speed up servers.
- (3C.1) Implement database indexing, regularly clean up unused data, and use caching mechanisms to reduce database load.
- (4A.1) Implement load balancing to ease the load on each server and prevent DDOS attacks.

- (4B.2) Sanitize all user input before performing database operations.

## Personas



Owned by [Tung Ta Quang](#) ...

Last updated: Sep 28, 2023 by [Nguyen Quang Huy \(Swinburne HN\)](#)

 Persona - Employer (COS20031 Group 6 - Maverick Mates 2.0)  
persona

 Persona - Learner (COS20031 Group 6 - Maverick Mates 2.0)  
persona

 Persona - Job seeker (COS20031 Group 6 - Maverick Mates 2.0)  
persona

# Persona - Learner



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Last updated: Oct 01, 2023



Bao Vo

<b>Persona name</b>	<b>Bao Vo</b>
<b>Persona role</b>	Learner
<b>Job description</b>	No job at the moment but is looking for a training course to receive a certificate for his portfolio.

## 🏢 Company

<b>Company name</b>	N/A
<b>Company size</b>	N/A
<b>Industry</b>	N/A

## 👤 Demographic information

<b>Age</b>	20
<b>Gender</b>	Male
<b>Income</b>	N/A
<b>Education level</b>	High school
<b>Residential environment</b>	Suburban

## ✍ Personal quote

*"Learning has never been late"*

## 📜 Biography

Bao has finished his high school and just returned from his military duty. With no prior experience in bartending, he is searching for a bartending course with a reasonable price. He is also very passionate about bartending and hope to have a chance to work overseas.

Professional goals	Motivators
<ul style="list-style-type: none"><li>Bao wants to obtain official skill certification in order to get a job.</li></ul>	<ul style="list-style-type: none"><li>Bao has just finished his military duty and is looking for a high-paying job.</li><li>Bao is passionate about bartending.</li></ul>

	<ul style="list-style-type: none"> <li>Bao is looking to hone his bartending skills before becoming a professional bartender.</li> </ul>
<b>Challenges</b>	<b>Sources of information</b>
<ul style="list-style-type: none"> <li>Having been out of military duty for only some time, Bao does not have the money for expensive courses.</li> <li>With so many choices of training course on the Internet, Bao does not know which one to choose.</li> </ul>	<ul style="list-style-type: none"> <li>Bao finds bartending tutorials by reading online articles and watching YouTube videos.</li> <li>Bao looks for training courses on Facebook and Google.</li> </ul>

# Persona - Job seeker



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Last updated: Oct 01, 2023



Thi Hang Nguyen

Persona name	Thi Hang Nguyen
Persona role	Job-Seeker
Job description	Makeup Artist

## 🏢 Company

Company name	N/A
Company size	N/A
Industry	Beauty and Fashion

## 👤 Demographic information

Age	28
Gender	Female
Income	\$5,000 annually
Education level	Bachelor's Degree in National Economics University
Residential environment	Urban

## ✍ Personal quote

*"Enhancing natural beauty is not just my job; it's my passion."*

## 📜 Biography

Hang is a highly motivated and creative makeup artist with three years of experience. She pursued formal education in economic; however, she found her passion in cosmetology after graduation. Hang has worked in various roles, including freelance makeup artist, in-store beauty advisor, and even as a makeup artist for local theater productions. She's known for her attention to detail and her ability to create diverse looks, from natural to avant-garde.

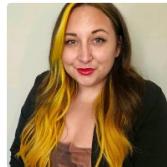
Professional goals	Motivators
--------------------	------------

<ul style="list-style-type: none"> <li>To secure a full-time makeup artist position with a reputable beauty salon or cosmetics company.</li> <li>Continue to expand her portfolio by working on high-profile projects, such as fashion shows and photoshoots.</li> <li>Obtain certification in special effects makeup to diversify her skill set.</li> </ul>	<ul style="list-style-type: none"> <li>Hang is motivated by her passion for makeup artistry and the opportunity to make people feel confident and beautiful.</li> <li>She seeks professional growth and recognition within the beauty industry.</li> <li>Financial stability and the prospect of earning a competitive salary are significant motivators.</li> </ul>
<p><b>Challenges</b></p> <ul style="list-style-type: none"> <li>Competition in the makeup artist job market can be fierce, making it challenging to stand out.</li> <li>Keeping up with the latest makeup trends and techniques requires ongoing learning and skill development.</li> <li>Balancing a freelance career with the stability of a full-time job is a challenge Hang faces.</li> </ul>	<p><b>Sources of information</b></p> <ul style="list-style-type: none"> <li>Hang relies on job search websites and platforms to find job openings and networking opportunities.</li> <li>She follows beauty and fashion magazines, makeup artists on social media, and attends industry trade shows to stay updated on trends.</li> <li>Online makeup tutorials and courses help her continue to refine her skills and learn new techniques.</li> </ul>

# Persona - Employer



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Last updated: Oct 01, 2023



Grace Anderson

<b>Persona name</b>	Grace Anderson
<b>Persona role</b>	Employer
<b>Job description</b>	Owner/Manager

## 🏢 Company

<b>Company name</b>	Belle Éclat Beauty Salon
<b>Company size</b>	Small (3 employees)
<b>Industry</b>	Beauty

## 👤 Demographic information

<b>Age</b>	40
<b>Gender</b>	Female
<b>Income</b>	Varies (based on salon revenue)
<b>Education level</b>	Diploma in Beauty Therapy
<b>Residential environment</b>	Urban

## ✍ Personal quote

*"Creating beauty and boosting confidence one client at a time."*

## 📜 Biography

Grace Anderson is a passionate entrepreneur in the beauty industry. She founded "Belle Éclat Beauty Salon" in Melbourne, Australia, 10 years ago. Grace's journey began as a licensed beauty therapist, and her dream was to create a space where clients could experience exceptional beauty and wellness services. Over the years, her salon has become known for its personalized approach, top-notch services, and a tranquil atmosphere.

<b>Professional goals</b>	<b>Motivators</b>
---------------------------	-------------------

<ul style="list-style-type: none"> <li>To maintain a reputation for excellence in beauty and wellness services in the Melbourne area.</li> <li>Expand the business by opening a second location in a high-traffic area.</li> <li>Offer eco-friendly and sustainable beauty products and services to cater to environmentally conscious clients.</li> </ul>	<ul style="list-style-type: none"> <li>Grace is motivated by her passion for helping clients feel and look their best, which drives her commitment to quality services.</li> <li>She takes pride in being a successful small business owner and seeks to grow her brand further.</li> <li>The opportunity to contribute to the local community by creating job opportunities and promoting self-confidence is a significant motivator.</li> </ul>
<b>Challenges</b> <ul style="list-style-type: none"> <li>Staying updated with evolving beauty trends and technologies is a constant challenge in the beauty industry.</li> <li>Managing the salon's day-to-day operations while also focusing on long-term growth requires careful planning.</li> <li>Adapting to changing regulations and health protocols, especially in the post-COVID era, has been challenging.</li> </ul>	<b>Sources of information</b> <ul style="list-style-type: none"> <li>Grace relies on industry trade magazines, professional beauty networks, and local business associations for industry insights and connections.</li> <li>She actively uses social media to promote her salon's services and engage with clients.</li> <li>Attending beauty expos and conferences helps her stay updated on the latest products and techniques in the beauty industry.</li> </ul>

## Empathy maps



Owned by [Tung Ta Quang](#) ...  
Last updated: [Oct 01, 2023](#)

- [!\[\]\(0cf1de0a013c12b724e3acde3b2f780a\_img.jpg\) Empathy map - Learner \(COS20031 Group 6 - Maverick Mates 2.0\)  
empathy-map](#)
- [!\[\]\(1c108ad8fe9e61d7178ebe04ab721b96\_img.jpg\) Empathy map - Employer \(COS20031 Group 6 - Maverick Mates 2.0\)  
empathy-map](#)
- [!\[\]\(7dcf48fddd351e3ddacf30e5bc93fcd2\_img.jpg\) Empathy map - Job seeker \(COS20031 Group 6 - Maverick Mates 2.0\)  
empathy-map](#)

# Empathy map - Learner



Owned by Tung Ta Quang ...  
Last updated: Oct 01, 2023

What they say	What they feel
<ul style="list-style-type: none"><li>"I just completed high school and returned from military duty."</li><li>"I have no prior experience in bartending, but I'm eager to learn from the best."</li><li>"I'm passionate about bartending and hope to work overseas someday."</li></ul>	<ul style="list-style-type: none"><li>Exciting and ready to start a new chapter for his life.</li><li>Anxious about finding an affordable bartender course.</li><li>Eager to gain skills and knowledge in bartending.</li></ul>
What they think	What they do
<ul style="list-style-type: none"><li>Bao know that he lacks bartending skills and knowledge. He's determined to gain expertise in mixing drinks, understanding flavors, and providing excellent customer service.</li><li>He also thinks about how to afford training while managing his finances responsibly.</li></ul>	<ul style="list-style-type: none"><li>Watching some online tutorials about how to bartending.</li><li>Try to do some simple mixture at home.</li><li>Seeking an opportunity to get a degree in this expertise to work overseas.</li></ul>
Pains	Gains
<ul style="list-style-type: none"><li>He finds it difficult to learn from scratch.</li><li>Financial constrain is also a big problem.</li></ul>	<ul style="list-style-type: none"><li>The opportunity to learn bartending skills and pursue his passion.</li><li>Potential career growth and the chance to work in different countries.</li></ul>

# Empathy map - Job seeker



Owned by Tung Ta Quang ...

Last updated: Sep 29, 2023 by Nguyen Tran Quang Minh (Swinburne HN)

What they say	What they feel
<ul style="list-style-type: none"> <li>"I love experimenting with different makeup looks."</li> <li>"Finding a job in the beauty industry is tough but fulfilling."</li> <li>"I'm always learning and trying to improve my makeup skills."</li> <li>"I want to work with a team that appreciates creativity."</li> <li>"Balancing freelance work and stability is challenging."</li> </ul>	<ul style="list-style-type: none"> <li>Passionate about makeup artistry.</li> <li>Excited when she lands a new job opportunity.</li> <li>Frustrated by the competitive job market.</li> <li>Proud of her portfolio and progress.</li> <li>Anxious about financial stability.</li> </ul>
What they think	What they do
<ul style="list-style-type: none"> <li>"I need to keep up with the latest makeup trends to stay competitive."</li> <li>"I hope to find a job that values my artistic abilities."</li> <li>"Networking can help me discover job opportunities."</li> <li>"Having a stable income is essential for my financial security."</li> <li>"I want to build a strong portfolio to showcase my talent."</li> </ul>	<ul style="list-style-type: none"> <li>Attends makeup workshops and courses to enhance her skills.</li> <li>Follows makeup artists and beauty brands on social media for inspiration.</li> <li>Regularly updates her portfolio with new makeup looks.</li> <li>Submits job applications and attends interviews.</li> <li>Collaborates with photographers and models for portfolio photoshoots.</li> </ul>
Pains	Gains
<ul style="list-style-type: none"> <li>Struggles with the uncertainty of freelance work and the need for a stable income.</li> <li>Feels the pressure to keep up with rapidly evolving makeup trends and techniques.</li> <li>Faces competition and difficulty in standing out in the job market.</li> <li>Balancing her creative aspirations with financial security can be challenging.</li> </ul>	<ul style="list-style-type: none"> <li>Gains satisfaction and fulfillment from makeup artistry.</li> <li>Builds a diverse portfolio showcasing her talent and versatility.</li> <li>Develops a strong network within the beauty industry.</li> <li>Achieves financial stability through a fulfilling makeup artist job.</li> </ul>

# Empathy map - Employer



Owned by [Tung Ta Quang](#) ...  
Last updated: Oct 01, 2023

What they say	What they feel
<ul style="list-style-type: none"> <li>“I want to find applicants that align with my company's values and fit my makeup styles.”</li> <li>“It's hard for me to connect with prospective employees.”</li> <li>“Building a talent pool for my job is challenging.”</li> <li>“I would love to see a list of people who have applied to my company all in one place.”</li> </ul>	<ul style="list-style-type: none"> <li>Frustrated as she has to go through applications that do not meet basic requirements.</li> <li>Bewildered by the number of applications and not being able to manage them.</li> <li>Inconvenienced as she cannot effectively arrange interviews with candidates.</li> </ul>
What they think	What they do
<ul style="list-style-type: none"> <li>“How do I decide which application is better?”</li> <li>“How do I filter and sort my list of applications based on certain criteria?”</li> <li>“Maybe I will need to rely on industry peers or word of mouth to build a talent pool.”</li> <li>“Can I trust my that my applicants write honest portfolios?”</li> <li>“How do I quickly rule out applications that fail to meet the minimum requirements?”</li> <li>“How can I effectively schedule interviews with applicants? How can I keep track of all interview dates in one place?”</li> </ul>	<ul style="list-style-type: none"> <li>Find potential candidates on recruitment platforms, industry peers, and word of mouth.</li> <li>Publish job postings on recruitment platforms to get applicants.</li> <li>Schedule interviews, makeup tests with promising candidates.</li> </ul>
Pains	Gains
<ul style="list-style-type: none"> <li>She finds it difficult to find candidates that align with her company's values and styles.</li> <li>She cannot easily review the list of candidates that applied to her job postings.</li> <li>She has to rely on recommendations from industry peers to accumulate her talent pool.</li> <li>She does not know if she can rely on what the candidate says in their applications.</li> <li>She finds the recruitment process slow and ineffective.</li> </ul>	<ul style="list-style-type: none"> <li>She can build a talent pool and attract suitable applicants to her company.</li> <li>She can easily go through the list of applications to find the most suitable candidate for each makeup position.</li> <li>She can streamline the recruitment process to save time and effort.</li> </ul>

# Product requirements



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Last updated: Oct 22, 2023

Target release date	Nov 26, 2023
Epics	Provide a training platform for learners / Provide job-seekers with a job search platform / Provide employers with an efficient recruitment platform
Document status	PUBLISHED
Document owner	@Tung Ta Quang
Designer	@Tung Ta Quang @Nguyen Quang Huy (Swinburne HN) @SY TUAN PHAN @Hải Anh Trần Hoàng @Nguyen Tran Quang Minh (Swinburne HN)
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## 🎯 Objective

This project aims to develop a full-stack website for GreeLiving, a training and recruitment platform that seeks to connect job-seekers to employers. The website features a database and a Content Management System (CMS) as required by the business as well as a user-friendly interface to make the platform accessible to all users.

## 📊 Success metrics

Goal	Metric
Improve the user experience	<ul style="list-style-type: none"><li>Increase in user engagement</li><li>Reduced bounce rate</li></ul>
Enhance content management	<ul style="list-style-type: none"><li>Content upload efficiency</li></ul>
Optimize data management	<ul style="list-style-type: none"><li>Data integrity</li><li>Data retrieval speed</li></ul>
Facilitate effective job matching	<ul style="list-style-type: none"><li>Successful job placements</li><li>Employer satisfaction</li></ul>
Enhance user satisfaction	<ul style="list-style-type: none"><li>User feedback</li></ul>
Increase user base	<ul style="list-style-type: none"><li>User registrations</li><li>User retention rate</li></ul>

## 🤔 Assumptions

- Users are assumed to have basic computer literacy and Internet access to engage with the online platform.

- Users will access the platform through various devices, including desktop computers, laptops, smartphones, and tablets. The platform needs to be responsive and accessible across these devices.
- Payment gateways and financial transactions are assumed to function reliably to facilitate course enrollment. We will only be implementing a mock-up payment system to show how course registration works, not a fully-fledged and secure system as this is not possible within the time limit.
- User-generated content, such as job listings and candidate profiles, is assumed to be accurate and authentic. We will not have mechanisms to detect false information.

## 🌟 Milestones



## Requirements

Requirement	Stakeholder	User Story	Importance	Jira Issue	Notes
Allow job-seekers to select interview dates on the platform.	Job-seekers	As a job-seeker, I want to schedule interviews with potential employers conveniently through the platform.	HIGH	<input checked="" type="checkbox"/> CMM20EP-16: As a job-seeker, I want to schedule interviews with potential employers conveniently through the platform. <span style="border: 1px solid #ccc; padding: 2px;">TO DO</span>	
Provide a user-friendly interface.	Learners	As a low-tech learner, i would like to have a simple and user-friendly interface.	MEDIUM	<input checked="" type="checkbox"/> CMM20EP-17: As a low-tech user, I would like to have a simple and user-friendly interface. <span style="border: 1px solid #ccc; padding: 2px;">TO DO</span>	
Provide an authentication mechanism for employers.	Employers	As an employer, I want to create and log into an account that represents my company in order to use the platform.	HIGH	<input checked="" type="checkbox"/> CMM20EP-18: As an employer, I want to create and log into an account that represents my company in order to use the platform. <span style="border: 1px solid #ccc; padding: 2px;">DONE</span>	
Allow employers to write, edit, and publish job postings through an interface similar to Docs or Word.	Employers	As an employer, I want to write, publish, and edit job postings for my company without having to write custom HTML/CSS/etc.	HIGH	<input checked="" type="checkbox"/> CMM20EP-19: As an employer, I want to write, publish, and edit job postings for my company without having to write custom HTML/CSS/etc. <span style="border: 1px solid #ccc; padding: 2px;">IN PROGRESS</span>	
Allow employers to view and modify their profile page, which represent their companies.	Employers	As an employer, I want to be able to view and modify my company's profile page.	MEDIUM	<input checked="" type="checkbox"/> CMM20EP-20: As an employer, I want to be able to view and modify my company's profile page. <span style="border: 1px solid #ccc; padding: 2px;">DONE</span>	
Allow employers to give candidates a list of available interview dates to choose from.	Employers	As an employer, I want to set a list of interview dates for my candidates to choose from.	HIGH	<input checked="" type="checkbox"/> CMM20EP-21: As an employer, I want to set a list of interview dates for my candidates to choose from (if I interview in person). <span style="border: 1px solid #ccc; padding: 2px;">TO DO</span>	
Present employers a list of applied candidates and options to sort and filter them.	Employers	As an employer, I want to see a list of all candidates who have applied to my company in one place. I also want to sort and filter this list based on certain criteria.	HIGH	<input checked="" type="checkbox"/> CMM20EP-22: As an employer, I want to see a list of all candidates who have applied to my company in one place. I also want to sort and filter this list based on certain criteria. <span style="border: 1px solid #ccc; padding: 2px;">TO DO</span>	

Present employers a list of interview dates that their candidates have accepted.	Employers	As an employer, I want to see a list containing the interview dates my candidates have chosen.	HIGH	<input checked="" type="checkbox"/> CMM20EP-23: As an employer, I want to see a list containing the interview dates my candidates have chosen. <span style="border: 1px solid #ccc; padding: 2px;">TO DO</span>	
Provide English language support for the website.	Employers	As an employer coming from Australia, I want to be able to use the website in English.	MEDIUM	<input checked="" type="checkbox"/> CMM20EP-24: As an employer coming from Australia, I want to be able to use the website in English. <span style="border: 1px solid #ccc; padding: 2px;">DONE</span>	
Allow employers to see the profiles of their candidates (only public information should be displayed.)	Employers	As an employer, I want to be able to see the public profile of my candidates so that I can understand them better.	LOW	<input checked="" type="checkbox"/> CMM20EP-25: As an employer, I want to be able to see the public profile of my candidates so that I can understand them better. <span style="border: 1px solid #ccc; padding: 2px;">TO DO</span>	
Allow employers to update the status of applications to their companies (reviewing/rejected/selected/etc.)	Employers	As an employer, I want to be able to mark the applications as rejected/selected/etc.	HIGH	<input checked="" type="checkbox"/> CMM20EP-26: As an employer, I want to be able to mark the applications as rejected/selected/etc. <span style="border: 1px solid #ccc; padding: 2px;">TO DO</span>	
Provide an authentication mechanism to learners and job-seekers.	Learners, job-seekers	As a learner and/or job-seeker, I want to create and log into a user account so that I can use the platform.	HIGH	<input checked="" type="checkbox"/> CMM20EP-27: As a learner and/or job-seeker, I want to create and log into a user account so that I can use the platform. <span style="border: 1px solid #ccc; padding: 2px;">DONE</span>	
Present a list of available training courses to learners.	Learners	As a learner, I want to see the list of available training courses offered by the platform.	HIGH	<input checked="" type="checkbox"/> CMM20EP-28: As a learner, I want to see the list of available training courses offered by the platform. <span style="border: 1px solid #ccc; padding: 2px;">DONE</span>	
Present the details of each training course to learners.	Learners	As a learner, I want to see the details of each course listed on the platform.	HIGH	<input checked="" type="checkbox"/> CMM20EP-29: As a learner, I want to see the details of each course listed on the platform. <span style="border: 1px solid #ccc; padding: 2px;">DONE</span>	
Allow learners to register courses.	Learners	As a learner, I want to be able to register to courses offered by the platform.	HIGH	<input checked="" type="checkbox"/> CMM20EP-30: As a learner, I want to be able to register to courses offered by the platform. <span style="border: 1px solid #ccc; padding: 2px;">IN PROGRESS</span>	
Keep track of the courses learners are taking or have completed successfully in their profiles.	Learners	As a learner, I want the platform to record the courses I am taking/have completed successfully so that I can show them to future employers.	MEDIUM	<input checked="" type="checkbox"/> CMM20EP-31: As a learner, I want the platform to record the courses I am taking/have completed successfully so that I can show them to future employers. <span style="border: 1px solid #ccc; padding: 2px;">TO DO</span>	

Provide Vietnamese language support for the website.	Learners, job-seekers	As a learner and/or job-seeker from Vietnam, I want to be able to use the platform in Vietnamese.	LOW	<input checked="" type="checkbox"/> CMM20EP-32: As a learner and/or job-seeker from Vietnam, I want to be able to use the platform in Vietnamese. <span style="background-color: #c8f7e4; border: 1px solid #c8f7e4; padding: 2px;">DONE</span>	
Implement a job search engine that can filter jobs by the criteria specified by the user.	Job-seekers	As a job-seeker, I want to be able to search for jobs based on certain criteria so that I can find the jobs best suited for me.	HIGH	<input checked="" type="checkbox"/> CMM20EP-33: As a job-seeker, I want to be able to search for jobs based on certain criteria so that I can find the jobs best suited for me. <span style="background-color: #f0f0f0; border: 1px solid #f0f0f0; padding: 2px;">IN PROGRESS</span>	
Allow users to submit information (personal information, documents, short answer questions, etc.) for the job application.	Job-seekers	As a job-seeker, I want to be able to provide all the necessary information required by the job application through the platform.	HIGH	<input checked="" type="checkbox"/> CMM20EP-34: As a job-seeker, I want to be able to provide all the necessary information required by the job application through the platform. <span style="background-color: #f0f0f0; border: 1px solid #f0f0f0; padding: 2px;">IN PROGRESS</span>	
List the jobs a user has applied to along with their status and interview dates (if applicable.)	Job-seekers	As a job-seeker, I want to see a list of all the jobs I have applied to, their status, and upcoming interview dates.	HIGH	<input checked="" type="checkbox"/> CMM20EP-35: As a job-seeker, I want to see a list of all the jobs I have applied to, their status, and upcoming interview dates. <span style="background-color: #f0f0f0; border: 1px solid #f0f0f0; padding: 2px;">IN PROGRESS</span>	
Allow users to view and modify their personal profiles.	Job-seekers	As a job-seeker, I want to view and edit my personal user profile so that I can present this information to future employers.	HIGH	<input checked="" type="checkbox"/> CMM20EP-36: As a job-seeker, I want to view and edit my personal user profile so that I can present this information to future employers. <span style="background-color: #c8f7e4; border: 1px solid #c8f7e4; padding: 2px;">DONE</span>	
Allow job-seekers to read job descriptions posted by employers.	Job-seekers	As a job-seeker, I want to be able to see detailed job descriptions so I can decide which jobs are suitable for me.	HIGH	<input checked="" type="checkbox"/> CMM20EP-37: As a job-seeker, I want to be able to see detailed job descriptions so I can decide which jobs are suitable for me. <span style="background-color: #f0f0f0; border: 1px solid #f0f0f0; padding: 2px;">IN PROGRESS</span>	
Allow job-seekers to save job postings to their profile.	Job-seekers	As a job-seeker, I want to be able to save jobs that I am interested in for future consideration.	MEDIUM	<input checked="" type="checkbox"/> CMM20EP-38: As a job-seeker, I want to be able to save jobs that I am interested in for future consideration. <span style="background-color: #f0f0f0; border: 1px solid #f0f0f0; padding: 2px;">TO DO</span>	



## User interaction and design

- Database ER diagram (first draft): [Database documentation](#)

## ?

### Open Questions

Question	Answer	Date Answered
----------	--------	---------------

How might we ensure data security and privacy for user profiles?	TO BE ANSWERED	TO BE ANSWERED
How might we encourage users to provide feedback on their job interview experiences?	TO BE ANSWERED	TO BE ANSWERED
How might we handle peak traffic loads during course enrollment periods?	TO BE ANSWERED	TO BE ANSWERED
How do we enable multiple employers having different accounts to edit job postings of the same company?	TO BE ANSWERED	TO BE ANSWERED

### ⚠ Out of Scope

- A secure payment system for course registration.
- A mechanism to easily add more training courses in the future.
- Search engine optimization (SEO) for the website.

# Database documentation



Owned by [Tung Ta Quang](#) ...  
Last updated: [Oct 13, 2023](#)

The subpages of this page contains the various versions of our database design. Throughout the project, we will amend the database design for the sake of normalization, optimization, and feature addition.

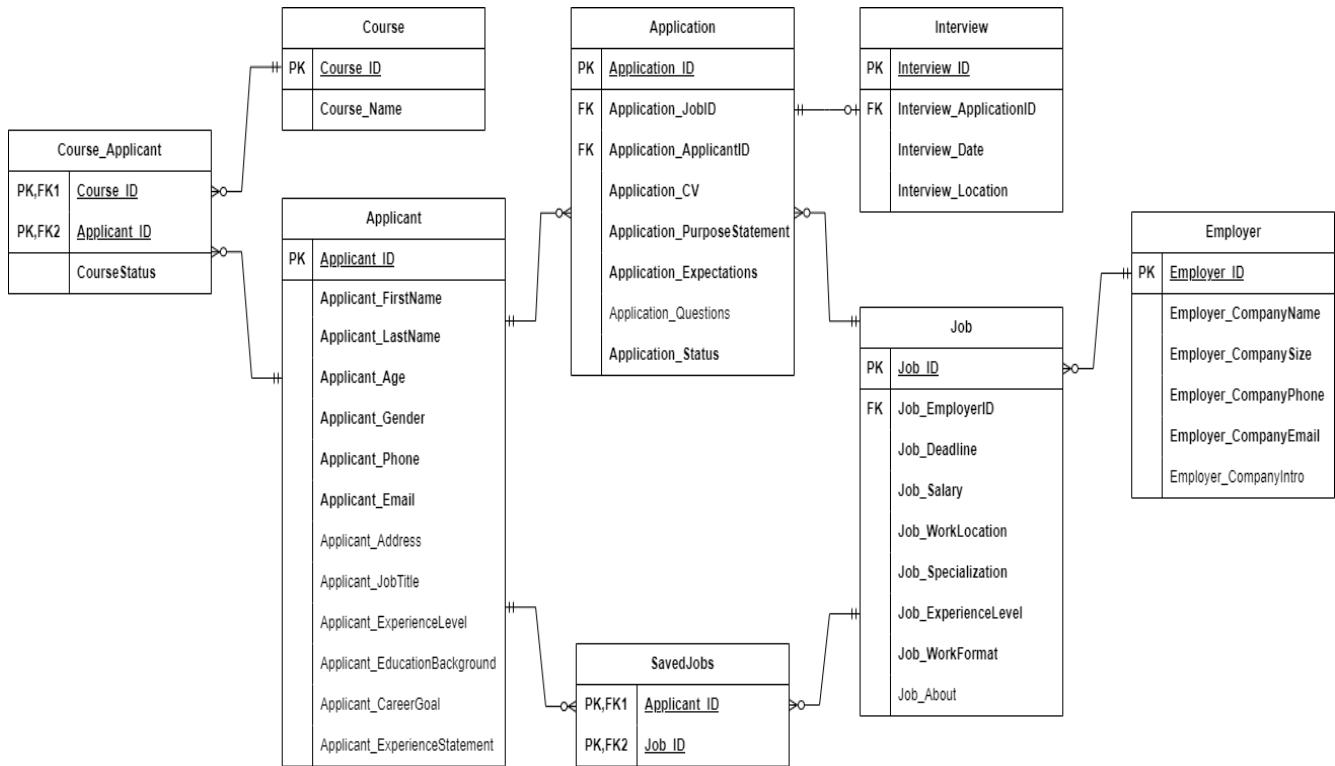
- [!\[\]\(691a22fd4df0954da62778bfdf0894ff\_img.jpg\) Revision 3 - Week 7 - Data types and data generation \(COS20031 Group 6 - Maverick Mates 2.0\)  
database](#)
- [!\[\]\(bdfd6da41192381cb02899825c2449bb\_img.jpg\) Revision 1 - Week 5 - Renaming and normalization \(COS20031 Group 6 - Maverick Mates 2.0\)  
database](#)
- [!\[\]\(b679dfc200baae3a97cbab800c27340b\_img.jpg\) Revision 2 - Week 6 - Feature addition and physical implementation \(COS20031 Group 6 - Maverick Mates 2.0\)  
database](#)
- [!\[\]\(da696d392e0247534bb5692d33beadc5\_img.jpg\) Initial design \(COS20031 Group 6 - Maverick Mates 2.0\)  
database](#)

# Initial design



Owned by Tung Ta Quang ...  
Last updated: Oct 13, 2023

This is the first draft of our database. Adjustments will be added in the future for feature addition, clean-up, and optimization.



# Revision 1 - Week 5 - Renaming and normalization



Owned by Tung Ta Quang ...  
Last updated: 21 minutes ago

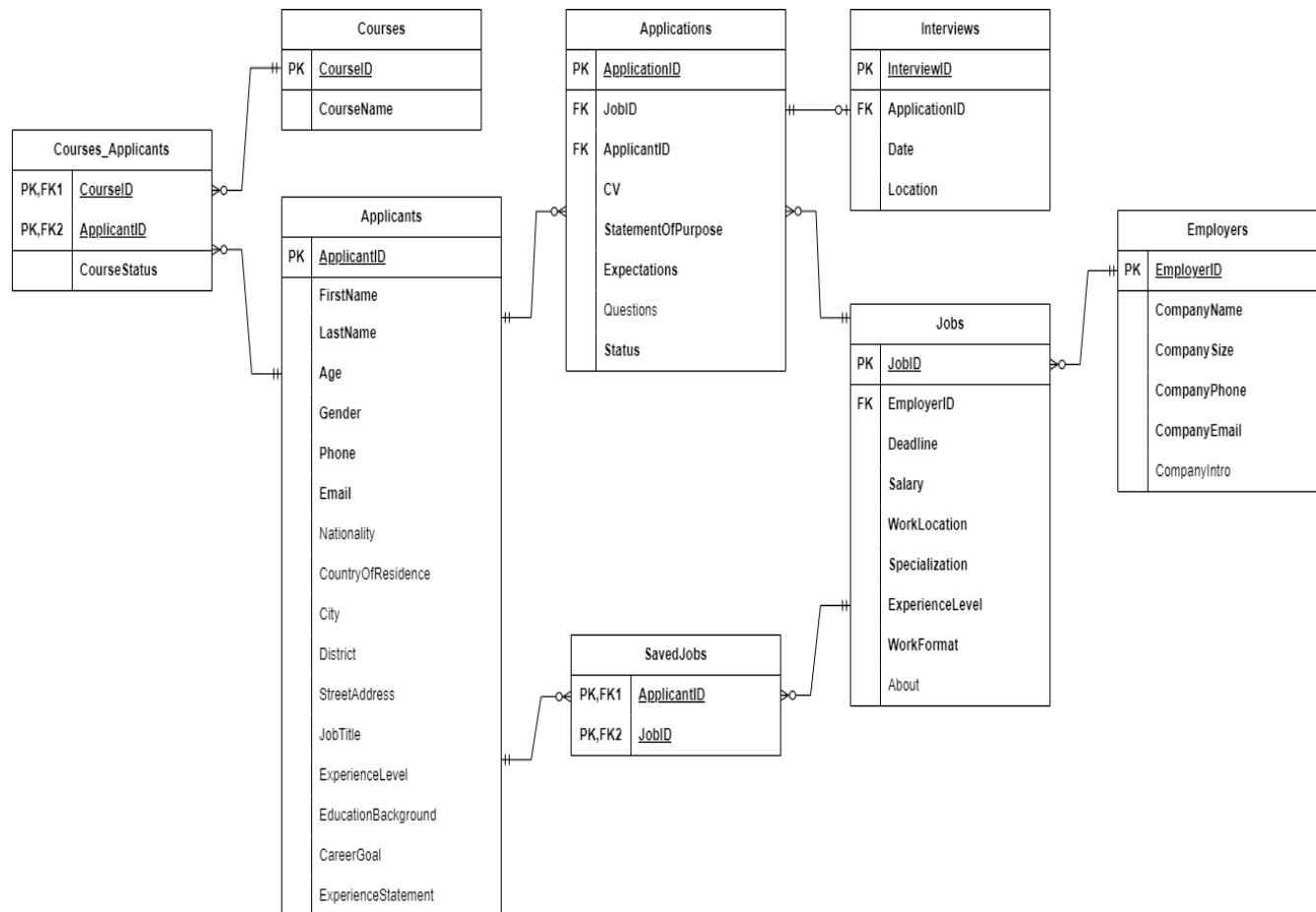
This version establishes a naming convention and features changes to normalize the database.

## Database naming conventions [OUTDATED]

- Table names can only contain alphabetical characters and underscores (A-Z, a-z, \_). Column names can only contain alphabetical characters (A-Z, a-z) and NO underscores.
- The name of a normal table must be a capitalized plural noun. If the name comprises two or more words, it must be in CamelCase.  
**Examples:** Applications, Applicants or AppliedCandidates. **NOT:** application, Applicant, or appliedCandidates.
- The name of a junction table, which establishes a many-to-many relationship between two other tables, can either be a CamelCased name or be the names of the parent tables joined together with an underscore. **Examples:** RegisteredCourses, Courses\_Applicants or Applicants\_Courses. **NOT:** CoursesApplicants or ApplicantsCourses.
- The name of a column must be in CamelCase. **Examples:** CourseID, CourseName. **NOT:** course\_id, Course\_ID, or courseName.

## Changes for normalization

- The original address column of the Applicants table has been split into its component columns to avoid multi-value cells: nationality, country of residence, city, district, and street address.



# Revision 2 - Week 6 - Feature addition and physical implementation



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Last updated: 21 minutes ago

This version adds additional tables to support the features required by the business, namely **WorkExperiences**, **ExtracurricularExperiences**, **Specializations**, and **Skills**. It also resolves some naming inconsistencies, renames the Employees table to Companies, and integrates the previous **SavedJobs** table to the **Applications** table.

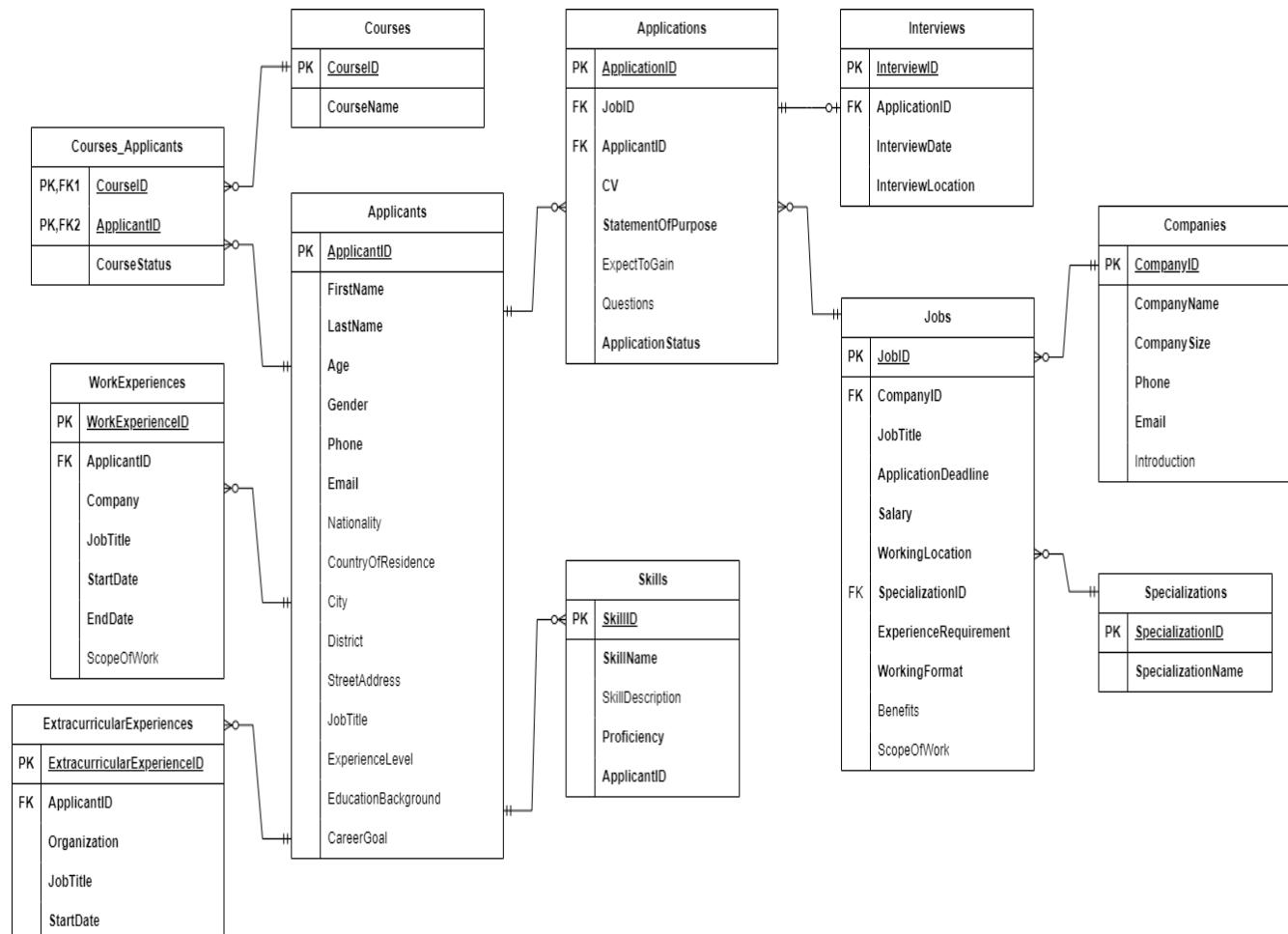
## Physical implementation (SQL)



## Business rules

- Learners can enroll in as many courses as they wish. These will be recorded in their profiles.
- Job-seekers can describe as many work experiences, extracurricular experiences, and skills in their profiles.
- Each job posted by a company is associated with only one specialization.
- An application can only be associated with an interview if it has passed the application round. Each application must have only one interview date.

## Updated diagram



	EndDate
	ScopeOfWork

# Revision 3 - Week 7 - Data types and data generation



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Last updated: 3 minutes ago

This revision updates the data types and nullability of the columns and documents the dummy dataset generated for each table for development purposes. In addition, it renames tables and columns to conform to the naming convention set out by the unit (we missed this document previously!)

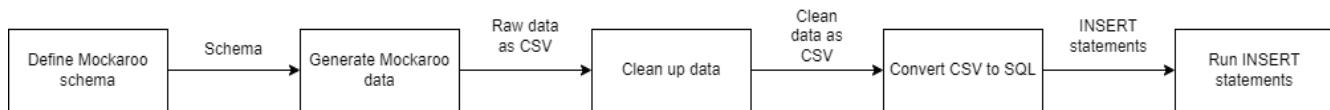
## Physical implementation (SQL)



## Dummy dataset generation procedure

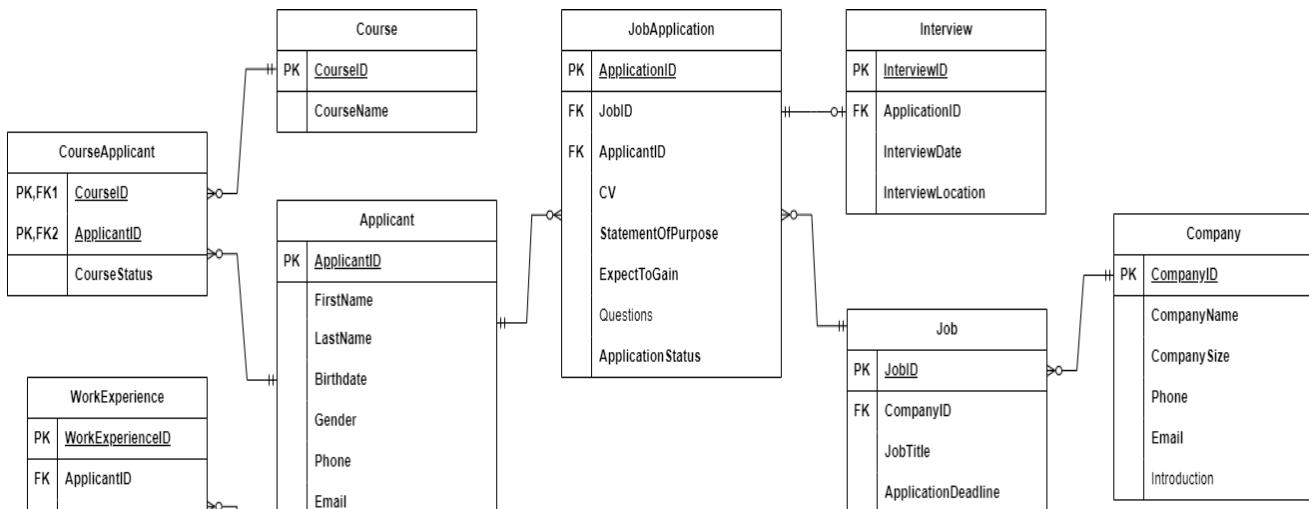
The process by which we produce our dummy datasets is as follows:

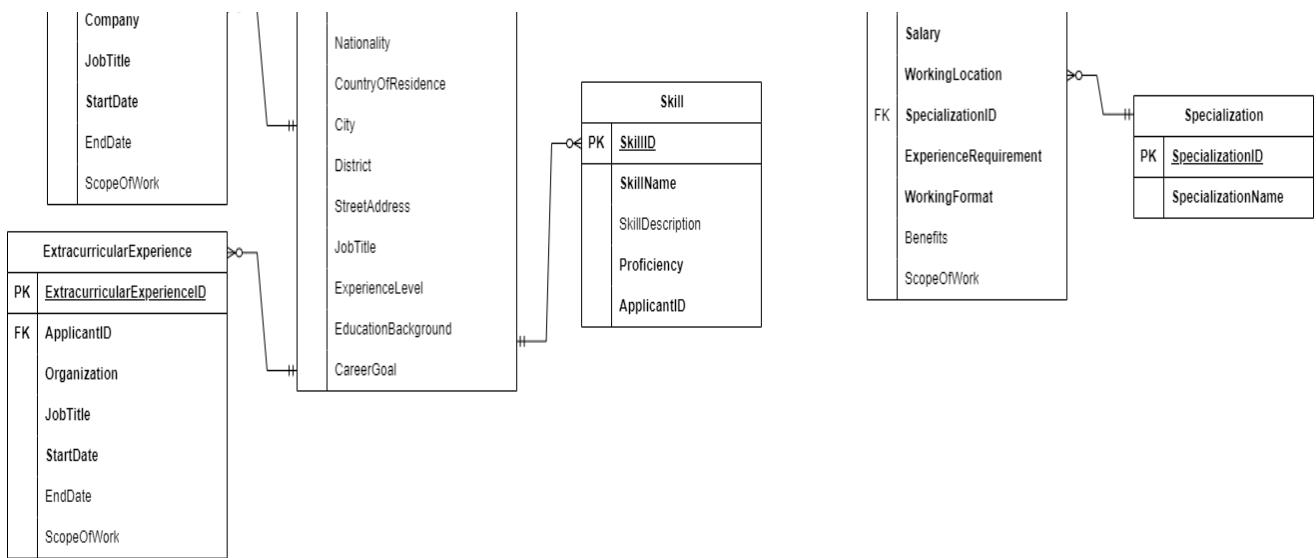
- First, we define the schema for each table on [Mockaroo](#), specifying the included columns and their data types. For many columns, we approximate the data type with one of Mockaroo's built-in types.
- Second, we generate the fake dataset for each table based on the specified schema. Due to Mockaroo's restrictions on free accounts, we can only generate 1000 records at a time.
- Third, because the values generated by Mockaroo are not guaranteed to be unique, we have to remove records with duplicate primary keys before adding them to the database. This is done using a [custom C# program](#) that takes a CSV input file containing the raw data and outputs a clean CSV file with no duplicates.
- Fourth, we convert the CSV records into SQL INSERT statements using the [CSV To SQL](#) online tool. This tool generates a .sql file containing INSERT statements corresponding to rows in the CSV file. All INSERT statements are then put into a SQL TRANSACTION to speed up the process of writing data.
- Finally, the .sql file is run on MySQL Workbench/PHPMyAdmin.



## Updated diagram

Note: Bold indicates that the column cannot be NULL.





## Member profiles



Owned by [Tung Ta Quang](#) ...  
Last updated: Oct 01, 2023

Find out more about each member here! 

- [!\[\]\(25f6e790afde266b1b467d7f67c3747a\_img.jpg\) Ta Quang Tung](#)
- [!\[\]\(8d53d88836b0beef2d1e0e1629a2beb5\_img.jpg\) Tran Hoang Hai Anh](#)
- [!\[\]\(3c530837e1669e7720dd66e3c7695710\_img.jpg\) Nguyen Tran Quang Minh](#)
- [!\[\]\(7785835a3515a527d000d77e87416177\_img.jpg\) Phan Sy Tuan](#)
- [!\[\]\(1371d809a2fe2c48ef5c11e008149f05\_img.jpg\) Nguyen Quang Huy](#)

# Ta Quang Tung



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Last updated: Sep 27, 2023

## Skills and knowledge

What do you bring to the table? Show that you are an invaluable asset to the team!

<b>Technical skills/knowledge</b>	<ul style="list-style-type: none"><li>• Programming languages: JavaScript (TypeScript), C#.</li><li>• Full-stack web development with the following tools: ReactJS, TailwindCSS, NodeJS, Express.js, MySQL, PHP.</li><li>• Familiarity with OOP and design patterns.</li><li>• Familiarity with Git and GitHub.</li></ul>
<b>Soft skills/knowledge</b>	<ul style="list-style-type: none"><li>• Excellent English proficiency. Good listening, reading, and writing skills.</li><li>• Previous experience leading small student groups.</li><li>• Quite good communication skills.</li></ul>

## Teamwork preferences

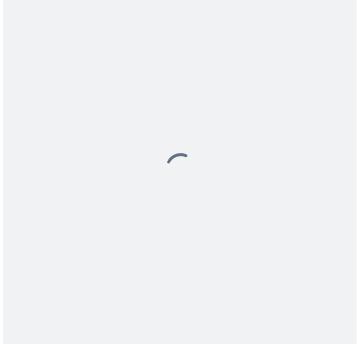
What is your ideal team?

<b>Environments I like to work in</b>	The ones that: <ul style="list-style-type: none"><li>• Support and encourage learning.</li><li>• Accept differences.</li><li>• Make me feel comfortable being myself.</li><li>• Breed discussion and idea exchange, not just about work but also about other random things.</li></ul>
<b>Preferred working hours</b>	Daytime (9 A.M. to 5 P.M.) and evening (8 P.M. to 10 P.M.) on some days.
<b>Communication preferences</b>	Texting on Messenger or Zalo.
<b>Preferred ways to receive feedback</b>	Through text or private meetings.

## Personal questions

We're going to work together for 12 weeks straight. To make things more fun, it will be great if we know a little more about each other.

<b>Things I need</b>	To have: My phone, my laptop, a pencil and a notebook, and my music library.  To learn: Data structures and algorithms, some AI/ML stuff, another language, articulation skills.
<b>How I learn best</b>	When I am genuinely interested in a topic and have a detailed plan on how to approach my learning.
<b>Things I struggle with</b>	Perfectionism and withholding work just to make it perfect.
<b>Things I love</b>	• Taylor Swift

<b>Things I love</b>	<ul style="list-style-type: none"> <li>Listening to new music.</li> <li>Learning a language.</li> <li>That feeling when I solve a problem after thinking hard for a while.</li> <li>Being able to articulate my ideas.</li> <li>Fantasizing about literally anything and seeing my life as a grand movie.</li> </ul>
<b>If I were an animated gif/meme/animal/song, I would be...</b>	 <p>It's great to be everything.</p>
<b>My favorite saying(s)</b>	<p>"Never be ashamed of trying. Effortlessness is a myth." - Taylor Swift</p> <p>"The worst kind of person is someone who makes someone feel bad, dumb, or stupid for being excited about something." - Taylor Swift</p>
<b>Other things I want you to know about me</b>	<p>I am a Swiftie if you cannot tell by now. I would like to try archery so if you have any experience please contact me :)</p>

# Nguyen Quang Huy



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Last updated: Sep 27, 2023

## Skills and knowledge

What do you bring to the table? Show that you are an invaluable asset to the team!

<b>Technical skills/knowledge</b>	<ul style="list-style-type: none"><li>• Programming languages: Ruby, Python, C#, Java.</li><li>• Back-end development: PHP and MySQL.</li><li>• Have prior experience with database management.</li><li>• Mastering in using collaborative tools for coding (Live Share) and information tracking applications (Onenote, notepad,...).</li></ul>
<b>Soft skills/knowledge</b>	<ul style="list-style-type: none"><li>• Attentive and punctual.</li><li>• Good typing and listening skills.</li><li>• Have a good memory.</li><li>• Open-minded and willing to assist other member.</li></ul>

## Teamwork preferences

What is your ideal team?

<b>Environments I like to work in</b>	<ul style="list-style-type: none"><li>• Supportive and motivative enviroment</li><li>• Helpful and responsive team members</li><li>• All the member should be on time</li></ul>
<b>Preferred working hours</b>	<ul style="list-style-type: none"><li>• 8PM- 12AM everyday</li><li>• 9AM - 12PM everyday ( except Friday and Saturday)</li></ul>
<b>Communication preferences</b>	Messenger > Zalo > Instagram
<b>Preferred ways to receive feedback</b>	Direct message via Messenger or in the team meeting

## Personal questions

<b>Things I need</b>	My computer, notes and maybe some helps from my teammates.
<b>How I learn best</b>	I will learn best when knowing what i have to do and be a part of a collaborative team.
<b>Things I struggle with</b>	Database is not my expertise so i feel a little bit uncomfortable when working with it. However, i will try my best to handle this topic in this semester.
<b>Things I love</b>	<p>There are some of my favorites:</p> <ul style="list-style-type: none"><li>• Listening to music ( I listen to popular songs only so don't force me to listen the whole album 😊 )</li><li>• Playing mobile games</li><li>• Gym</li></ul>

	<ul style="list-style-type: none"> <li>• Travelling</li> </ul>
If I were an animated gif/meme/animal/song, I would be...	 <p>i wish i was a cat, no school, no works, just meow meow</p> <p>I am lazy</p>
My favorite saying	"Nothing is impossible"
Other things I want you to know about me	If you want to see me more often you should apply Swinburne Green and Blue.

# Tran Hoang Hai Anh



Owned by Hải Anh Trần Hoàng ...  
Last updated: Sep 27, 2023

## Skills and knowledge

What do you bring to the table? Show that you are an invaluable asset to the team!

<b>Technical skills/knowledge</b>	Profesional in Python language  Phenomenal skills in HTML and CSS as well as Javascript web coding  Can use fluently AWS Cloud Computing System without any issues
<b>Soft skills/knowledge</b>	Great at Teamwork  Excellent in Communication  World class Problem Solving techniques

## Teamwork preferences

<b>Environments I like to work in</b>	<ul style="list-style-type: none"><li>Helpful and friendly group</li><li>Hardworking and respectful teammates</li><li>Every member try their best</li></ul>
<b>Preferred working hours</b>	<ul style="list-style-type: none"><li>8AM- 12PM weekday</li><li>1PM - 5PM weekday</li></ul>
<b>Communication preferences</b>	Messenger
<b>Preferred ways to receive feedback</b>	Via messenger or google meet

## Personal questions

<b>Things I need</b>	An simple but effective solutions for every challanges in this unit
<b>How I learn best</b>	Doing or learning in a logical way
<b>Things I struggle with</b>	Doing writting tasks which i'm not that good
<b>Things I love</b>	Sleeping
<b>If I were an animated gif/meme/animal/song, I would be...</b>	Tien Quan Ca
<b>My favorite saying</b>	"Im too sleepy"
<b>Other things I want you to know about me</b>	I love to learn Japanese

# Phan Sy Tuan



Owned by SY TUAN PHAN ...  
Last updated: Sep 27, 2023

## Skills and knowledge

What do you bring to the table? Show that you are an invaluable asset to the team!

<b>Technical skills/knowledge</b>	Programming languages: JavaScript, C#, Ruby.  Front-end web development  Knowledge about OOP and design patterns.
<b>Soft skills/knowledge</b>	Good English proficiency.  Good listening, reading, and writing skills.  Good communication skills.

## Teamwork preferences

<b>Environments I like to work in</b>	<ul style="list-style-type: none"><li>Supportive and motivative environment</li><li>Helpful and responsive team members</li><li>All the member should be on time</li></ul>
<b>Preferred working hours</b>	<ul style="list-style-type: none"><li>Daytime (9 A.M. to 5 P.M.) and night time (8 P.M. to 10 P.M.) everyday.</li></ul>
<b>Communication preferences</b>	Messenger & Zalo & Google Meet
<b>Preferred ways to receive feedback</b>	Direct message via Messenger or in the team meeting

## Personal questions

<b>Things I need</b>	Resources: Ensure access to the necessary resources, including hardware, software, tools, and any additional materials required for my project.
<b>How I learn best</b>	I will learn best when having reason for what I am going to do or when I am genuinely interested in a topic.
<b>Things I struggle with</b>	I'm not particularly skilled in data structures, so I do experience some unease when dealing with them. Nevertheless, I'm committed to making an earnest effort to grasp this subject during the current semester.
<b>Things I love</b>	There are some of my favorites: <ul style="list-style-type: none"><li>Listening to music</li><li>Coding</li><li>Gym</li><li>Travelling</li></ul>

If I were an animated gif/meme/animal/song,  
I would be...



when you are naturally funny because your life is a joke.

**My favorite saying**

"Talk is cheap!" Just do it.

**Other things I want you to know about me**

Nothing br.

# Nguyen Tran Quang Minh



Owned by Nguyen Tran Quang Minh (Swinburne HN) ...  
Last updated: Sep 27, 2023

## Skills and knowledge

What do you bring to the table? Show that you are an invaluable asset to the team!

<b>Technical skills/knowledge</b>	As a database designer, I can create and optimize database structures, data security, and query performance. Also, I can contribute proficiency in HTML, CSS, JavaScript, and UI/UX design, ensuring an appealing, responsive, and user-friendly web interface as a frontend designer.
<b>Soft skills/knowledge</b>	In order to accomplish my role, I possess strong communication and collaboration skills to work effectively within cross-functional teams. Effective problem-solving and creativity are also crucial soft skills to tackle complex design challenges and deliver user-centered solutions.

## Teamwork preferences

<b>Environments I like to work in</b>	1. Foster and motivate continuous learning. 2. Embrace diversity and individual differences. 3. Create a comfortable space for you to express your true self. 4. Promote open discussions and the exchange of ideas, not limited to work but also encompassing various topics.
<b>Preferred working hours</b>	Available from 8 A.M to 5 P.M daytime and 9 P.M to 11 P.M night time
<b>Communication preferences</b>	Contact through Messenger or Zalo.
<b>Preferred ways to receive feedback</b>	Through chatbox or meetings.

## Personal questions

We're going to work together for 12 weeks straight. To make things more fun, it will be great if we know a little more about each other.

<b>Things I need</b>	My phone, my laptop, a pen, a notebook, and headphone in case I need some music to stay focused.
<b>How I learn best</b>	When I have enough energy to focus on the work and have resources related.
<b>Things I struggle with</b>	Resource limitations is the struggle I may face with. This constraint can impact the ability to implement specific design elements effectively, requiring

	creative solutions or alternative approaches to address project requirements within these limitations.
<b>Things I love</b>	<ul style="list-style-type: none"> <li>• Reading to motivation quotes.</li> <li>• Watching an insightful movie.</li> <li>• Reading self-help books.</li> <li>• Hitting the GYM.</li> <li>• Having deep conversation with family and friends.</li> </ul>
If I were an animated gif/meme/animal/song, I would be...	 <p>The Gif says it all</p>
<b>My favorite saying(s)</b>	<p>"Glory is fleeting, but obscurity is forever." - Napoleon Bonaparte</p> <p>"Give me six hours to chop down a tree and I will spend the first four sharpening the ax." - Abraham Lincoln</p>
<b>Other things I want you to know about me</b>	Please contact if you want to know more about me.

## Meeting notes



Owned by Hải Anh Trần Hoàng ...  
Last updated: Sep 23, 2023 by Tung Ta Quang

[Create meeting note](#)

### Incomplete tasks from meetings

Description	Due date ▾	Assignee	Task appears on
<input type="checkbox"/> Identify use cases for potential speed optimization through index creation.			2023-11-02 Meeting notes
<input type="checkbox"/> Formulate and create the necessary indexes in the database.			2023-11-02 Meeting notes
<input type="checkbox"/> Investigate and document the usage of indexes by the DBMS.			2023-11-02 Meeting notes
<input type="checkbox"/> Update the Jira backlog to organize post-workshop tasks and document findings in Confluence.			2023-11-02 Meeting notes

### Decisions from meetings

Page Title	Decisions
<a href="#">2023-09-07 Meeting notes</a>	<ul style="list-style-type: none"> <li>👉 The team will hold a team-building event next month to improve cohesion.</li> <li>👉 The revised team agreement is accepted and will be followed by all team members.</li> <li>👉 Confluence will be adopted as the team's collaboration tool.</li> <li>👉 Regular check-in meetings will be scheduled to address team issues.</li> </ul>
<a href="#">2023-09-14 Meeting notes</a>	<ul style="list-style-type: none"> <li>👉 The project plan will be completed based on the discussion and shared with the team.</li> <li>👉 Roles and responsibilities have been assigned to team members to ensure clarity.</li> <li>👉 A risk assessment matrix has been developed to manage potential project risks.</li> <li>👉 Jira will be used as the project management tool, and the setup process will commence.</li> </ul>
<a href="#">2023-09-21 Meeting notes</a>	<ul style="list-style-type: none"> <li>👉 The team will utilize <a href="#">Flowchart Maker &amp; Online Diagram Software</a> for creating ER diagrams.</li> <li>👉 The ER diagram design for the business' database will commence with Tung as the lead.</li> <li>👉 Backlog items from the first 2 weeks have been reviewed and prioritized for completion.</li> </ul>
<a href="#">2023-09-28 Meeting notes</a>	<ul style="list-style-type: none"> <li>👉 The ER diagram draft will be completed by the end of the week.</li> <li>👉 Persona and Empathy maps will be finalized and their insights shared.</li> <li>👉 User stories will be written for various features, and the Product Requirements page will be completed.</li> <li>👉 Confluence pages will be finalized and prepared for submission in the Project Proposal.</li> </ul>
<a href="#">2023-10-12 Meeting notes</a>	<ul style="list-style-type: none"> <li>👉 Include the documentation of the physical database in Confluence as part of the final project submission.</li> <li>👉 Update the Jira backlog to ensure that the progress of the workshop activities is accurately reflected for the project submission.</li> </ul>
<a href="#">2023-10-19 Meeting notes</a>	<ul style="list-style-type: none"> <li>👉 Document the process in Confluence and include these details in the final project submission.</li> <li>👉 Ensure that the Jira backlog accurately reflects the tasks to be completed after the workshop for the project submission.</li> </ul>
<a href="#">2023-10-26 Meeting notes</a>	<ul style="list-style-type: none"> <li>👉 Document use cases in Confluence, explaining the user scenarios and the corresponding SQL statements. Include discussions on the need for transactions with each use case.</li> <li>👉 Ensure that the Jira backlog accurately reflects the tasks to be completed after the workshop for the project submission.</li> </ul>
<a href="#">2023-10-5 Meeting notes</a>	<ul style="list-style-type: none"> <li>👉 The chosen naming convention will be applied consistently to the project database.</li> <li>👉 Constraints will be added to user stories/requirements to enhance data integrity.</li> <li>👉 Many-to-many relationships will be resolved.</li> <li>👉 Denormalization, if deemed necessary, will be supported by documented reasoning, including the consequences of database usage.</li> </ul>
<a href="#">2023-11-02 Meeting notes</a>	<ul style="list-style-type: none"> <li>👉 Document use cases and their need for indexing in Confluence, explaining potential attributes that might require indexing and whether the created indexes were used.</li> </ul>

 Upload the latest structure of the database (excluding the data) in Confluence.

 Ensure that the Jira backlog accurately reflects the tasks to be completed after the workshop for the project submission.

## All meeting notes

Title	Creator	Modified
2023-10-19 Meeting notes	Tung Ta Quang	5 minutes ago
2023-11-02 Meeting notes	Nguyen Tran Quang Minh (Swinburne HN)	9 minutes ago
2023-10-26 Meeting notes	Nguyen Tran Quang Minh (Swinburne HN)	13 minutes ago
2023-10-12 Meeting notes	Tung Ta Quang	28 minutes ago
2023-10-5 Meeting notes	Tung Ta Quang	29 minutes ago
2023-09-28 Meeting notes	Tung Ta Quang	Oct 01, 2023
2023-09-21 Meeting notes	Tung Ta Quang	Oct 01, 2023
2023-09-14 Meeting notes	Hải Anh Trần Hoàng	Oct 01, 2023
2023-09-07 Meeting notes	Tung Ta Quang	Oct 01, 2023

# 2023-09-07 Meeting notes



Owned by Tung Ta Quang, created with a template ...  
Last updated: Oct 01, 2023

## 📅 Date

Sep 7, 2023

## 👤 Participants

- @Tung Ta Quang
- @Hải Anh Trần Hoàng
- @Nguyen Quang Huy (Swinburne HN)
- @SY TUAN PHAN
- @Nguyen Tran Quang Minh (Swinburne HN)

## 📝 Goals

- Identify team building strategies.
- Establish a team agreement.
- Discuss the use of Confluence.
- Address any team-related details or issues.

## 🗣 Discussion topics

Time	Item	Presenter	Notes
3:00PM	Team Building	Tung	<ul style="list-style-type: none"><li>• Discussed team bonding activities.</li><li>• Brainstormed ways to improve team cohesion.</li></ul>
3:30PM	Team Agreement	Tung	<ul style="list-style-type: none"><li>• Reviewed and revised team norms and expectations.</li><li>• Discussed consequences for not meeting team norms.</li><li>• Everyone agreed to the updated team agreement.</li></ul>
4:00PM	Confluence	Dr. Dai	<ul style="list-style-type: none"><li>• Introduced Confluence as a collaboration tool.</li><li>• Demonstrated its features and benefits.</li></ul>

## ✓ Action items

- Organize and plan the team-building event for next month.
- Circulate the revised team agreement for everyone's acknowledgment.
- Set up Confluence accounts and provide training materials.
- Schedule regular check-in meetings to address team issues.

## ⌚ Decisions

👉 The team will hold a team-building event next month to improve cohesion.

The revised team agreement is accepted and will be followed by all team members

☒ The revised team agreement is accepted and will be followed by all team members.

☒ Confluence will be adopted as the team's collaboration tool.

☒ Regular check-in meetings will be scheduled to address team issues.

# 2023-09-14 Meeting notes



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Last updated: Oct 01, 2023 by Tung Ta Quang

## Date

Sep 14, 2023

## Participants

- @Hải Anh Trần Hoàng
- @Tung Ta Quang
- @Nguyen Tran Quang Minh (Swinburne HN)
- @SY TUAN PHAN
- @Nguyen Quang Huy (Swinburne HN)

## Goals

- Discuss the project brief and finish the project plan
- Allocate roles and responsibilities to team members
- Develop the risk assessment matrix
- Set up Jira

## Discussion topics

Time	Item	Presenter	Notes
3:00PM	Project Brief and Project Plan	Tung	<ul style="list-style-type: none"><li>• Reviewed the project brief.</li><li>• Discussed key project milestones and deadlines.</li><li>• Brainstormed ideas to complete the project plan.</li></ul>
3:15PM	Allocation of Roles and Responsibilities	Hai Anh	<ul style="list-style-type: none"><li>• Discussed the skillsets of team members.</li><li>• Assigned specific roles and responsibilities.</li><li>• Emphasized the importance of clear expectations.</li></ul>
3:30PM	Risk Assessment Matrix	Tuan, Minh	<ul style="list-style-type: none"><li>• Discussed potential project risks.</li><li>• Identified risk mitigation strategies.</li><li>• Developed a risk assessment matrix.</li></ul>
4:00PM	Setting up Jira	Tung	<ul style="list-style-type: none"><li>• Introduced Jira as a project management tool.</li><li>• Discussed the benefits of using Jira.</li><li>• Outlined steps to set up Jira for the project.</li></ul>

## Action items

- ✓ Finalize the project plan and share it with the team.
- ✓ Distribute a document outlining each team member's roles and responsibilities.
- ✓ Create and share the risk assessment matrix with the team.
- ✓ Initiate the process of setting up Jira for the project.

## Decisions

- ☒ The project plan will be completed based on the discussion and shared with the team.
- ☒ Roles and responsibilities have been assigned to team members to ensure clarity.
- ☒ A risk assessment matrix has been developed to manage potential project risks.
- ☒ Jira will be used as the project management tool, and the setup process will commence.

# 2023-09-21 Meeting notes



Owned by Tung Ta Quang, created with a template ...  
Last updated: Oct 01, 2023

## Date

Sep 21, 2023

## Participants

- @Tung Ta Quang
- @Nguyen Quang Huy (Swinburne HN)
- @Nguyen Tran Quang Minh (Swinburne HN)
- @Hải Anh Trần Hoàng
- @SY TUAN PHAN

## Goals

- Learn how to draw ER diagrams with draw.io.
- Design the ER diagram for the business' database.
- Complete any backlog from the first 2 weeks.

## Discussion topics

Time	Item	Presenter	Notes
2:30PM	Learning <a href="#">Flowchart Maker &amp; Online Diagram Software</a> for ER Diagrams	Tung	<ul style="list-style-type: none"><li>• Introduced <a href="#">Flowchart Maker &amp; Online Diagram Software</a> as a tool for ER diagram creation.</li><li>• Discussed key features and functionalities of <a href="#">Flowchart Maker &amp; Online Diagram Software</a>.</li><li>• Shared resources for learning <a href="#">Flowchart Maker &amp; Online Diagram Software</a> efficiently.</li></ul>
3:00PM	ER Diagram Design	Tung, Huy	<ul style="list-style-type: none"><li>• Presented the requirements for the business' database.</li><li>• Discussed the structure and entities for the ER diagram.</li><li>• Brainstormed ideas and design concepts for the ER diagram.</li></ul>
3:30PM	Backlog Review and Prioritization	Huy, Hai Anh	<ul style="list-style-type: none"><li>• Reviewed the backlog from the first 2 weeks of the project.</li><li>• Identified incomplete tasks and their current status.</li><li>• Prioritized backlog items based on project needs.</li></ul>

## ✓ Action items

- Lead a session on learning [Flowchart Maker & Online Diagram Software](#) for ER diagrams and share relevant resources.
- Start the design process of the ER diagram for the business' database and keep the team updated.
- Prioritize and assign backlog items from the first 2 weeks, ensuring they are completed.

## Decisions

👉 The team will utilize [Flowchart Maker & Online Diagram Software](#) for creating ER diagrams.

👉 The ER diagram design for the business' database will commence with Tung as the lead.

👉 Backlog items from the first 2 weeks have been reviewed and prioritized for completion.

# 2023-09-28 Meeting notes



Owned by Tung Ta Quang, created with a template ...  
Last updated: Oct 01, 2023

## Date

Sep 28, 2023

## Participants

- @Tung Ta Quang
- @Nguyen Quang Huy (Swinburne HN)
- @Nguyen Tran Quang Minh (Swinburne HN)
- @Hải Anh Trần Hoàng
- @SY TUAN PHAN

## Goals

- Finish the first draft of the ER diagram.
- Complete the Persona and Empathy maps.
- Write user stories and complete the Product Requirements page.
- Finalize Confluence pages to prepare for the Project Proposal submission.

## Discussion topics

Time	Item	Presenter	Notes
2:00PM	ER Diagram Draft	Hai Anh	<ul style="list-style-type: none"><li>• Discussed progress on the ER diagram design.</li><li>• Addressed any challenges and sought input from the team.</li><li>• Agreed to aim for completion by the end of the day.</li></ul>
3:00PM	Persona and Empathy Maps	Minh, Huy	<ul style="list-style-type: none"><li>• Reviewed the purpose of creating Persona and Empathy maps.</li><li>• Shared progress on creating these visual representations.</li><li>• Discussed any insights gained from the mapping exercise.</li></ul>
4:00PM	User Stories and Product Requirements Page	Tuan, Huy	<ul style="list-style-type: none"><li>• Defined the structure and format for user stories.</li><li>• Assigned team members to write user stories for different features.</li><li>• Discussed the content and sections of the Product Requirements page.</li></ul>
4:30PM	Finalizing Confluence Pages for Proposal	Tung	<ul style="list-style-type: none"><li>• Reviewed the content of Confluence pages for the proposal.</li><li>• Checked for consistency, completeness, and formatting.</li><li>• Addressed any missing information.</li></ul>

## Action items

- Complete the first draft of the ER diagram by the end of the day.
- Finalize Persona and Empathy maps and share insights with the team.
- Oversee the writing of user stories and complete the Product Requirements page.
- Make necessary revisions and finalize Confluence pages for the Project Proposal submission.

## Decisions

-  The ER diagram draft will be completed by the end of the week.
-  Persona and Empathy maps will be finalized and their insights shared.
-  User stories will be written for various features, and the Product Requirements page will be completed.
-  Confluence pages will be finalized and prepared for submission in the Project Proposal.

# 2023-10-5 Meeting notes



Owned by Tung Ta Quang, created with a template ...  
Last updated: 29 minutes ago by Nguyen Tran Quang Minh (Swinburne HN)

## Date

Oct 5, 2023

## Participants

- @Tung Ta Quang
- @Nguyen Quang Huy (Swinburne HN)
- @Nguyen Tran Quang Minh (Swinburne HN)
- @Hải Anh Trần Hoàng
- @SY TUAN PHAN

## Goals

- Ensure the project database follows a chosen naming convention.
- Review user stories/requirements for the need to add constraints.
- Identify and resolve many-to-many relationships in the database.
- Assess the database for the third normal form and provide reasoning for any denormalization, along with its consequences.

## Discussion topics

Time	Item	Presenter	Notes
2:00PM	Naming Convention for the Database	Huy, Minh	<ul style="list-style-type: none"><li>• Discussed and decided on the naming convention for the project database.</li><li>• Ensured the team understands and follows the chosen convention.</li></ul>
2:30PM	User Stories and Constraints	Hai Anh, Tuan	<ul style="list-style-type: none"><li>• Reviewed user stories/requirements for potential constraints.</li><li>• Discussed constraints to be added to enhance data integrity.</li></ul>
3:00PM	Many-to-Many Relationships	Tung	<ul style="list-style-type: none"><li>• Identified many-to-many relationships in the database.</li><li>• Discussed resolution strategies for these relationships.</li></ul>
4:00PM	Database Normalization and Denormalization	Tung, Huy	<ul style="list-style-type: none"><li>• Assessed the database for third normal form.</li><li>• Provided arguments for denormalization when necessary.</li><li>• Discussed the consequences of denormalization on database usage.</li></ul>

## Action items

- Ensure the project database follows the chosen naming convention.
- Update user stories/requirements with necessary constraints.
- Resolve identified many-to-many relationships in the database.
- Document reasoning for denormalization (if required) and its consequences for the use of the database.

## ⌚ Decisions

- The chosen naming convention will be applied consistently to the project database.
- Constraints will be added to user stories/requirements to enhance data integrity.
- Many-to-many relationships will be resolved.
- Denormalization, if deemed necessary, will be supported by documented reasoning, including the consequences of database usage.

# 2023-10-12 Meeting notes



Owned by Tung Ta Quang, created with a template ...  
Last updated: 28 minutes ago by Nguyen Tran Quang Minh (Swinburne HN)

## Date

Oct 12, 2023

## Participants

- @Tung Ta Quang
- @Nguyen Quang Huy (Swinburne HN)
- @Nguyen Tran Quang Minh (Swinburne HN)
- @Hải Anh Trần Hoàng
- @SY TUAN PHAN

## Goals

- Create the physical database, including table creation statements, foreign key constraints, integrity constraints, and data types, suitable for implementation in MySQL or an alternative DBMS.
- Execute the scripts generated in Activity 1 against the chosen DBMS to create the physical database.
- Document the physical database in Confluence, potentially using mysqldump or equivalent methods for other DBMS.
- Update the Jira backlog to reflect completed tasks and those remaining.

## Discussion topics

Time	Item	Presenter	Notes
2:00PM	Creating the Physical Database	Huy	<ul style="list-style-type: none"><li>• Discussed the structure of the physical database.</li><li>• Generated table creation statements, constraints, and data types.</li></ul>
3:00PM	Running Database Scripts	Minh	<ul style="list-style-type: none"><li>• Executed the database creation scripts against the chosen DBMS.</li><li>• Ensured the database is successfully implemented.</li></ul>
3:30PM	Documenting in Confluence	Tung, Hai Anh	<ul style="list-style-type: none"><li>• Explored methods for documenting the physical database in Confluence.</li><li>• Used mysqldump (or equivalent) to export database structures.</li></ul>
4:00PM	Updating Jira Backlog	Tuan	<ul style="list-style-type: none"><li>• Reviewed the progress of the workshop activities in Jira.</li><li>• Updated the backlog to reflect completed and remaining tasks.</li></ul>

## Action items

- ✓ Complete the creation of the physical database.
- ✓ Ensure the successful execution of database creation scripts in the chosen DBMS.

Document the physical database in Confluence using mysqldump (or equivalent).

Update the Jira backlog to reflect the progress and remaining tasks.

## ⌚ Decisions

👉 Include the documentation of the physical database in Confluence as part of the final project submission.

👉 Update the Jira backlog to ensure that the progress of the workshop activities is accurately reflected for the project submission.

# 2023-10-19 Meeting notes



Owned by Tung Ta Quang, created with a template ...  
Last updated: 5 minutes ago by Nguyen Tran Quang Minh (Swinburne HN)

## Date

Oct 19, 2023

## Participants

- @Tung Ta Quang
- @Nguyen Quang Huy (Swinburne HN)
- @Nguyen Tran Quang Minh (Swinburne HN)
- @Hải Anh Trần Hoàng
- @SY TUAN PHAN

## Goals

- Discuss which attributes in the project database should be nullable.
- Create data for the database using the chosen tool, considering decisions about nullable fields.
- Determine the best method to upload the data into the team database.
- Organize the remaining tasks in the Jira backlog after the workshop.

## Discussion topics

Time	Item	Presenter	Notes
2:00PM	Nullable Attributes in Database	Huy	<ul style="list-style-type: none"><li>• Discussed attributes in the database that should be nullable.</li><li>• Reached a consensus on which fields can allow null values.</li></ul>
3:00PM	Data Creation with Nullable Fields	Minh	<ul style="list-style-type: none"><li>• Used the chosen tool to create data for the database.</li><li>• Ensured that decisions about nullable fields were applied.</li></ul>
3:30PM	Data Upload Strategies	Hai Anh	<ul style="list-style-type: none"><li>• Decided on the best method to upload data into the team database.</li><li>• Ensured a smooth and error-free data transfer process.</li></ul>
3:45PM	Jira Backlog Update	Tuan	<ul style="list-style-type: none"><li>• Reviewed the current Jira backlog to organize remaining tasks.</li><li>• Updated the backlog to reflect post-workshop tasks.</li></ul>

## Action items

- ✓ Document the decisions about nullable attributes.
- ✗ Ensure data creation with considerations for nullable fields

☛ ENSURE DATA CREATION WITH CONSIDERATIONS FOR FUTURE NEEDS.

- ☒ Execute the chosen method to upload data into the team database.
- ☒ Update the Jira backlog to organize post-workshop tasks.

## ⌚ Decisions

- ☛ Document the process in Confluence and include these details in the final project submission.
- ☛ Ensure that the Jira backlog accurately reflects the tasks to be completed after the workshop for the project submission.

# 2023-10-26 Meeting notes



Owned by [Nguyen Tran Quang Minh \(Swinburne HN\)](#), created with a template ...  
13 minutes ago

## Date

Oct 26, 2023

## Participants

- [@Nguyen Tran Quang Minh \(Swinburne HN\)](#)
- [@Tung Ta Quang](#)
- [@Nguyen Quang Huy \(Swinburne HN\)](#)
- [@SY TUAN PHAN](#)
- [@Hải Anh Trần Hoàng](#)

## Goals

- Collaboratively work on refining use cases and user stories within the group.
- For each use case/user story, define the user scenario.
- Determine the necessary SQL statements (SELECT, INSERT, UPDATE, DELETE) required to achieve the use case.
- Assess the need for transactions and formulate them if necessary.
- Update the Jira backlog to organize post-workshop tasks.

## Discussion topics

Time	Item	Presenter	Notes
2:00PM	Refining Use Cases/User Stories	Huy	<ul style="list-style-type: none"><li>• Collaboratively worked on improving use cases and user stories.</li><li>• Focused on enhancing clarity and specificity in user scenarios.</li></ul>
2:30PM	Defining User Scenarios	Minh	<ul style="list-style-type: none"><li>• Described what a user needs to do for each use case/user story.</li><li>• Ensured that the user scenarios are well-defined and understandable.</li></ul>
3:00PM	SQL Statements for Use Cases	Hai Anh	<ul style="list-style-type: none"><li>• Determined the required SQL statements (SELECT, INSERT, UPDATE, DELETE) for each use case.</li><li>• Ensured that the SQL statements align with the user scenarios.</li></ul>
3:30PM	Transactions and Jira Backlog	Tung	<ul style="list-style-type: none"><li>• Assessed the need for transactions in specific use cases.</li><li>• Formulated transactions where required.</li><li>• Updated the Jira backlog to reflect post-workshop tasks.</li></ul>

## Action items

- Refine use cases and user stories for improved clarity.
- Define user scenarios for each use case/user story.
- Determine the necessary SQL statements for achieving the use cases.
- Formulate transactions where necessary.
- Update the Jira backlog to organize post-workshop tasks.

## Decisions

 Document use cases in Confluence, explaining the user scenarios and the corresponding SQL statements. Include discussions on the need for transactions with each use case.

 Ensure that the Jira backlog accurately reflects the tasks to be completed after the workshop for the project submission.

# 2023-11-02 Meeting notes



Owned by [Nguyen Tran Quang Minh \(Swinburne HN\)](#), created with a template ...  
9 minutes ago

## Date

Nov 2, 2023

## Participants

- [@Nguyen Tran Quang Minh \(Swinburne HN\)](#)
- [@Tung Ta Quang](#)
- [@Nguyen Quang Huy \(Swinburne HN\)](#)
- [@SY TUAN PHAN](#)
- [@Hải Anh Trần Hoàng](#)

## Goals

- Identify use cases for potential speed optimization through index creation.
- Formulate and create the necessary indexes in the database.
- Investigate and document the usage of indexes by the DBMS.
- Update the Jira backlog to organize post-workshop tasks and document findings in Confluence.

## Discussion topics

Time	Item	Presenter	Notes
2:00PM	Speed Optimization of Use Cases	Huy	<ul style="list-style-type: none"><li>• Assessed use cases for optimization opportunities.</li><li>• Identified scenarios for index creation to enhance execution.</li></ul>
2:30PM	<code>CREATE INDEX</code> Formulation	Minh	<ul style="list-style-type: none"><li>• Formulated <code>CREATE INDEX</code> statements for identified indexes.</li><li>• Ensured statements aligned with optimization needs.</li></ul>
3:00PM	Index Creation and DBMS Investigation	Tung	<ul style="list-style-type: none"><li>• Created indexes in the database based on formulated statements.</li><li>• Executed statements and investigated DBMS index usage.</li><li>• Documented factors influencing index usage.</li></ul>
3:45PM	Documentation and Backlog Update	Tuan	<ul style="list-style-type: none"><li>• Documented findings in Confluence regarding index usage.</li><li>• Removed unused indexes to optimize database performance.</li><li>• Updated the Jira backlog to organize post-workshop tasks.</li></ul>

## Action items

- Identify use cases for potential speed optimization through index creation.
- Formulate and create the necessary indexes in the database.
- Investigate and document the usage of indexes by the DBMS.
- Update the Jira backlog to organize post-workshop tasks and document findings in Confluence.

## Decisions

 Document use cases and their need for indexing in Confluence, explaining potential attributes that might require indexing and whether the created indexes were used.

 Upload the latest structure of the database (excluding the data) in Confluence.

 Ensure that the Jira backlog accurately reflects the tasks to be completed after the workshop for the project submission.

# ⌚ Team Health Monitor



Owned by [Tung Ta Quang](#), created with a template ...  
Last updated: about 5 hours ago by [Nguyen Quang Huy \(Swinburne HN\)](#)

<b>Team name</b>	<b>Maverick Mates 2.0</b>
<b>Sponsor</b>	GreeLiving
<b>Health monitor cadence</b>	Biweekly

## 👤👤 Team health assessment

With your team, read the definition of each attribute of healthy, high-performing teams out loud. On the count of three have each person rate how they feel the team is doing compared to each definition (thumbs-up/green, thumbs-sideways/yellow, thumbs-down/red). Record the results of each attribute rating in the table. Highlight each cell using this color code: **HEALTHY** = "We're strong here", **BIT SICK** = "We're ok... but a little shaky", **SICK** = "We're not healthy".

Area	Date		
<span style="color: red;">🚩</span> <b>Full-time owner</b>  There is <b>one lead who is accountable</b> for the result of this project. This needs to be someone whose time is at least 80% dedicated to it, and who can champion the mission inside and outside of the team.	Oct 21, 2023	<b>BIT SICK</b>  We all agree that <a href="#">@Tung Ta Quang</a> is the full-time owner of the project, so there is no confusion. However, he is unable to dedicate at least 80% of his time to the project because he has to work on other subjects as well.	
<span style="color: orange;">⚖️</span> <b>Balanced team</b>  Roles and responsibilities are <b>clear</b> and agreed upon. The project has people with the right blend of skill set. Acknowledge that team members can change by stage.		<b>HEALTHY</b>  We have roles and responsibilities clearly defined at the start of the project, and we have adhered to them since. There will be no change in team membership until the end of the project, so we do not have to reallocate roles.	
<span style="color: red;">❤️</span> <b>Shared understanding</b>  The team has a <b>common understanding of why they're here</b> , the problem/need, are convinced about the idea, confident they have what they need, and trust each other.		<b>HEALTHY</b>  The project requirements are understood by every member of the team. They have faith in one another and are sure of how they can use their expertise to complete this project.	

 <b>Value and metrics</b>	<b>HEALTHY</b>  It's clear <b>what success means</b> from a business and user's perspective, and there is a unique value proposition in place for the target users and to the business. Success is defined, with a goal, and how it will be measured.		
 <b>Proof of concept</b>	<b>SICK</b>  Some sort of demonstration has been created and tested, that demonstrates why this problem needs to be solved, and demonstrates its value.	We are currently working on the first sprint of our project, which hopes to deliver some basic features and set the groundwork for future additions. We have not completed it yet and we are not getting as much client feedback as we should be getting.	
 <b>One-pager</b>	<b>HEALTHY</b>  The <b>project is summarized</b> in a one-pager and shared with anyone so that they understand the purpose of the project, and its value.	We have summarized our whole project in the  <b>Project plan</b> . Other relevant information is all included in our Confluence space.	
 <b>Managed dependencies</b>	<b>BIT SICK</b>  Clear understanding of complexity, infrastructure involved, risks, resources, effort, and timeline. Clear understanding of <b>who we depend on, and who depends on us</b> .	Since we are a small team, we are really only dependent on our clients. We have done quite a bit in regard to the database design and website development. However, to finalize the first sprint of our project, we need the feedback of the client after the meeting next week.	
 <b>Velocity</b>	<b>BIT SICK</b>  The team is making <b>incremental progress</b> by shipping concrete iterations to stakeholders (and, even better, to production), learning along the way, and	The team is making decent progress overall, but we are not moving forward as quickly as we had hoped and the sprint is taking longer than we had planned. However, we have	

<b>implementing lessons learned,</b> resulting in greater success.	learned to adjust our workload and collaborate more closely to work more efficiently in the next sprint.
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## 🎯 Focus areas

Ask your team to collectively come up with one attribute you want to focus on. Then, call out ways to move the **SICK** or **BIT SICK** toward **HEALTHY**. Make sure they are actionable, specific, and measurable.

Date	Focus areas and action items
Oct 21, 2023	<ul style="list-style-type: none"> <li><input type="checkbox"/> Full-time owner (<b>BIT SICK</b>): @Nguyen Quang Huy (Swinburne HN) will jointly manage this project with @Tung Ta Quang , the team leader, to ensure that the project is adequately looked after.</li> <li><input type="checkbox"/> Proof of concept (<b>SICK</b>): In the next meeting with client, @Tung Ta Quang will represent the team to discuss more about the team's current progress and future direction, which will help us understand the value of the project.</li> <li><input type="checkbox"/> Managed dependencies (<b>BIT SICK</b>): Because we cannot get regular feedback from our clients, we will instead consult the feedback of our tutors to improve the project.</li> <li><input type="checkbox"/> Velocity (<b>BIT SICK</b>): In the last few weeks, due to the workload of other subjects, our members have not been able to make much progress after the project proposal. However, in the upcoming weeks, we will try to make up for lost time and move the project forward.</li> </ul>

## 🌹 Next steps

Consider running the plays in suggested in Step 2 of the facilitation instructions for improving **BIT SICK** and **SICK** attribute areas. Don't treat these as prescriptions! You know your team better than anyone, so check them out, [explore other plays](#), and do what you think is best.

# Progress report



Owned by [Tung Ta Quang](#) ...  
Last updated: Oct 22, 2023

This document lists all the progress we have made since the submission of the Project Proposal.

## Deliverables at this stage

- The SQL commands for the database, available on [Revision 2 - Week 6 - Feature addition and physical implementation](#).
- Some code for the website written in PHP, available on the team's GitHub (which we have kept internal for security reasons).

## Changes to Confluence

Item	Description	Page(s) affected
Team health monitor.	Added the Team Health Monitor page as part of the Progress Report.	 <a href="#">Team Health Monitor</a>
Database documentation.	Added subpages in the Database documentation page which show the different iterations of the database since the Project Proposal.	 <a href="#">Database documentation</a>
Stakeholder column for requirements.	Added a column indicating the stakeholder of each requirement on the Project Requirements page based on the feedback from the Project Proposal.	 <a href="#">Product requirements</a>   \uD83D\uDDD2 <a href="#">Requirements</a>
Business rules for the database.	Added a few business rules relevant to the database following the feedback from the Project Proposal.	 <a href="#">Revision 2 - Week 6 - Feature addition and physical implementation</a>
Project objectives.	Rephrased the project's objectives in terms of its business values following the feedback from the Project Proposal.	 <a href="#">Project plan</a>
Project plan timeline.	Adjusted the width of the project plan timeline to prevent some parts from being obscured following the feedback from the Project Proposal.	 <a href="#">Project plan</a>   \uD83D\uDDD3 Timeline
Project scope.	Amended the project scope to include the feedback from the Project Proposal.	 <a href="#">Project plan</a>    <a href="#">Scope</a>
Risk amendment.	Removed unclear and general risks and identified a new risk as per the feedback from the Project Proposal.	 <a href="#">Risk assessment matrix</a>    <a href="#">Risks management</a>
Risk description.	Added a table describing each risk following the feedback from the Project Proposal.	 <a href="#">Risk assessment matrix</a>    <a href="#">Risk description options</a>