



COMP704 Research and Development Project

VN01 3D acupuncture healthcare data management and treatment system

Team Member Roles

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Team Members:

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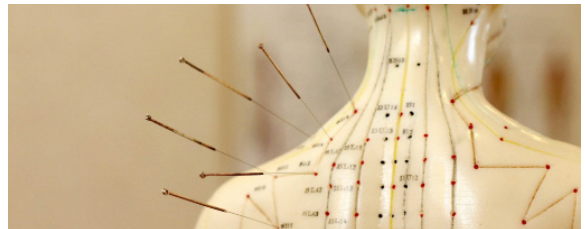


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DOCUMENT VERSION CONTROL

1. DOCUMENT INFORMATION

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2. DOCUMENT SIGN-OFF

ID	Member	Role	Signature	Timestamp
21142355	Tan Le Tran Ba	Project Manager		27 Nov 2022 10:30

3. DOCUMENT VERSIONS

Version	Timestamp	Description	Responsible members
1.0	20 Oct 2022 20:30	First version of team's member roles distribution, based on team member's prior experience and Skills Analysis Matrix	Nhan Nguyen Cao (21142377) Tan Le Tran Ba (21142355)
2.0	26 Nov 2022 22:45	Second version of team's member roles distribution, with some minor updates to the first version	Nhan Nguyen Cao (21142377) Tan Le Tran Ba (21142355)

I. TEAM MEMBERS SKILL ANALYSIS

Table 1 - Skills analysis matrix

Group	Skill	Chuong Pham Dinh				Nhan Nguyen Cao				Tan Le Tran Ba				Trang Ho Ngoc Thao				Total
		✓	1-3	3-5	>5	✓	1-3	3-5	>5	✓	1-3	3-5	>5	✓	1-3	3-5	>5	
Front-end	React.js		✓					✓			✓				✓			10
	Three.js	✓					✓			✓				✓				2
Back-end	NestJS	✓					✓			✓						✓		6
Databases	MySQL			✓					✓			✓				✓		18
	MongoDB		✓				✓				✓					✓		10
CI/CD	CircleCI		✓					✓			✓					✓		12
Testing	Jest			✓				✓			✓					✓		14
	Puppeteer			✓			✓				✓				✓			10
	Apache JMeter		✓				✓				✓					✓		10
pm, version, and dependency management	npm		✓					✓			✓						✓	14
	Git & Github		✓						✓			✓					✓	18
Deployment	Vercel		✓					✓			✓					✓		12
	Heroku		✓					✓			✓				✓			10
	Firebase Deploy		✓						✓		✓					✓		14
Soft skills	Self-discipline			✓				✓				✓				✓		16
	Teamwork				✓			✓				✓					✓	22
	Professionalism			✓				✓				✓				✓		16
	Critical thinking			✓				✓				✓				✓		16
	Working under pressure			✓			✓					✓				✓		14
	Documentation			✓					✓		✓					✓		16
	Presentation				✓		✓					✓			✓			16

II. TEAM MEMBERS PRIOR EXPERIENCE EVALUATION

We collaborated on three significant projects during the software engineering courses that were assigned, despite not being in the same team for all prior class projects. These projects were the ones required for papers of Introduction to Software Engineering, Advanced Software Engineering, and Project Management, which we felt were the most crucial for acquiring the foundational knowledge and abilities needed to implement a professional software project.

Because of that, we have discussed after team assignment that the role of each team member should be based on prior experience. This can enable the team to free up some time for research or skill development, and it can also present possibilities for each team member to grow their skills in the role in line with their interests and prior experience.

A brief summary about the prior experience of each team member is as follows:

- **Chuong Pham Dinh:** In previous class projects, especially during the three major projects mentioned above, Chuong had experience working on the Quality side of the project. In details, Chuong has been mainly responsible for performing all manual testing tasks during the projects, and also had some basic knowledge about the procedure and process of applying different forms of testing into the Project, from external project experience.
- **Nhan Nguyen Cao:** In previous class projects, Nhan had experience working on both sides of the code base, including Front-end and Back-end side. From the technical stack, Nhan is the team member with the most experience on using React.js for Front-end Development, from the previous class projects and external project experience. In all of the previous class projects involving the same 4 team members as this Research & Development project, Nhan was responsible for the position of Team Leader, leading and supporting the team through the projects. Nhan had also quite a little bit more experience in writing professional email, documents involved in Project Development, due to some external activities he participated in.
- **Tan Le Tran Ba:** In previous class projects, Tan had always been the main designer of the team, thanks to abundant experience of using different design tools, either for designing graphic assets (such as Adobe Illustrator or Adobe Photoshop) or for designing user interface for projects (such as Figma or Adobe XDDesign). Despite not directly being the leader of the team in any prior class project, Tan had experience leading a travel club based in Ho Chi Minh city, being a good leader and mentor for more than 3 years until now.
- **Trang Ho Ngoc Thao:** In previous class projects, Tarang had experience working on both sides of the code base, including Front-end and Back-end side. From the technical stack, Trang is the team member with the most experience on using Nest.js and MongoDB for Back-end Development (Trang was also the one suggested to use Nest.js in one prior class project, when we decided to try

applying framework into the development instead of working on vanilla libraries and programming languages).

III. TEAM MEMBERS ROLES DISTRIBUTION

Based on all of the prior experience, we have discussed within the team and agreed with the final assignment of roles for the project as follows:

Table 2 - Team roles assignment

Member	Assigned role	Reason for assignment & Details
Chuong Pham Dinh	<ul style="list-style-type: none"> Quality Engineer 	<p>Chuong was assigned the role of Quality Engineer, to be the one mainly responsible for all technical tasks within the project, due to previous most experience with Quality side of project.</p> <p>Chuong will conduct all manual testing tasks, finish the testing documents and would work with the technical team to consult and give feedback for the process of implementing technical testing for the project.</p>
Nhan Nguyen Cao	<ul style="list-style-type: none"> Business Analyst Front-end Developer Team & Technical Leader 	<p>Nhan was assigned the role of Business Analyst to be the main contact person for communicating with initial Client (which is mostly through emails and Microsoft Teams). From the technical side, Nhan was assigned the role of lead Front-end Developer, handle Front-end tasks related to the 3D rendering and executing flows. Also, with prior of experience being the Team Leader, Nhan was also assigned the role of Technical leader and Team leader for the project.</p> <p><i>Updated for 2.0: Nhan would handle all Front-end tasks, as the time contribution is organizable. Following that, some core tasks of Business Analyst would be handed over to Tan, who would hold the position of Support Business Analyst in the second state of the project.</i></p>
Tan Le Tran Ba	<ul style="list-style-type: none"> Project Manager Designer Support Business Analyst 	<p>Tan was assigned the role of Project Manager, based on his prior experience of managing the team and tasks distribution in external club activities. Tan was continue trusted by other team members</p>

		<p>to hold the responsibility for all design and prototype tasks within the project.</p> <p><i>Update for 2.0: As agreed with the Client, Supervisor and the Coordinators, the collection of requirements would be converted from the Client to the Users side, which are the Medical University Students. Following that, Tan would take over the main responsibility for contacting with the Client from Nhan's side and hand over all the assigned Front-end tasks to.</i></p>
<p>Trang Ho Ngoc Thao</p>	<ul style="list-style-type: none"> • Back-end Developer • Database Administrator 	<p>With prior experience, Trang was selected to be the Back-end Developer of the project, responsible for building all API endpoints and handle the Back-end architecture with flow mechanism for the system.</p> <p>Besides, Trang was also suggested to hold the responsibility for setting up the database instance and manage the database data and architecture throughout the project.</p>

It should be noticed that the above assignments are just for the key tasks within the project. For some specific tasks, the team members agreed to share the tasks among all team members to complete for final submission, including:

- **Data Collection:** the acquisition of domain knowledge data in both languages, Vietnamese and English
- **Documents:** the documents involved during the project were agreed to be divided to be completed by all team members, with Project Manager's sign-off at the completion of each document before submission.
- **Presentation Delivery:** all team members would participate in delivering the presentation slide at all milestones, with equally divided sections.
- **Joining meeting with Specialist Consultants and Users:** despite there were roles for Business Analyst, the team agreed that all members would join the meeting with the Specialist Consultants or the Users (or be informed about the details if cannot join). That would help all team members involved within the phase of collecting and analyzing requirements, to give feedback if needed.

Updated: Fortunate for our team, this also matched well with the second half of the project, when our initial Client dropped out of the project and we were selected as the new Project Owner. Following this approach, we can make sure that all team members have their own rights to discuss and give feedback for the final system functionalities and scope.