**Project Assignment 1 Meeting**

**Sprint 1, week 1, 25/10/2024- 30/10/2024**

**25/10/2024 – 09:00 P.M**

**Group ID:** **8**

**Project name**: T-2Hand

**Prepared by:** **Trần Đan Huy**

**Present members:**

22127377 – **Lâm Sỹ Tân** *Leader*   
22127163 – **Trần Đan Huy**  
22127444 – **Trần Thị Cát Tường**  
22127026 – **Ôn Gia Bảo**

22127074 – **Võ Hoàng Đức**

* All members attended.
* **Meeting date:** 30/10/2024- 9:00 PM

# Achievements from last week.

| **Item** | **Description** | **Responsibility** | **Completion level** |
| --- | --- | --- | --- |
| 1 | Revise the pa0 report. | Lâm Sỹ Tân | 100% |
| 2 | Clarify the details of the admin role | Trần Đan Huy | 100% |
| 3 | Research the necessary programming languages and frameworks for the website | Ôn Gia Bảo Võ Hoàng Đức | 100% |
| 4 | Review the pa0 and take notes on the meeting report | Trần Thị Cát Tường | 100% |

# Discussion:

* Some issues in the document have not been clearly identified.
* Difficulties in assessing the feasibility of the main functions used in the project.
* The implementation processes and the use of tools can be confusing for newcomers to the project, and some challenges in understanding the workflow for this course in theoretical classes have impacted our progress.

# Next tasks:

| **Item** | **Description** | **Responsibility** | **Due to** |
| --- | --- | --- | --- |
| 1 | Research and gather relevant information for the upcoming two reports. | ALL | 8:00 PM – 30/10/2024 |
| 2 | Complete the assigned sections in written form in the Software Development Plan report. | ALL | 8:00 PM – 30/10/2024 |
| 3 | Complete the assigned sections in written form in the Vision Document report. | ALL | 8:00 PM – 30/10/2024 |