**Project Assignment 2 Meeting**

**Sprint 2, 08/11/2024- 14/11/2024**

**08/11/2024 – 09:00 P.M - Meeting 1**

**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.
* **Next meeting:** 13/11/2024- 9:00 PM

1. **Achievements from last week.**

| **Item** | **Description** | **Responsibility** | **Completion level** |
| --- | --- | --- | --- |
| 1 | Adjust the sections in the software development plan and vision document according to the consensus reached by the team in the meeting. | Trần Đan Huy  Võ Hoàng Đức  Ôn Gia Bảo | 100% |
| 2 | Read through the entire report to understand the overall content | Trần Thị Cát Tường  Lâm Sỹ Tân | 100% |
| 3 | Summarize the information and fill in the two reports to create a demo | Trần Đan Huy | 100% |

1. **Issues and impacts**

* Certain aspects may still need further clarification, and additional adjustments will be incorporated in upcoming document versions.
* Document Training covered English language usage, Microsoft Word features, and formatting techniques.
* The training was effective, though team members may need more time to fully master all the skills introduced.

1. **Next week’s goals:**

| **Item** | **Description** | **Responsibility** | **Due to** |
| --- | --- | --- | --- |
| 1 | Revised project plan | Lâm Sỹ Tân | 9:00 PM – 12/11/2024 |
| 2 | Detailed vision document | Trần Đan Huy | 9:00 PM – 12/11/2024 |
| 3 | Create use-case model | Ôn Gia Bảo | 9:00 PM – 12/11/2024 |
| 4 | Create use-case specification(name, basic flow, alternative flows) | Trần Thị Cát Tường | 9:00 PM – 12/11/2024 |
| 5 | Create use-case specification(pre-conditions, and post-conditions) | Võ Hoàng Đức | 9:00 PM – 12/11/2024 |
| 6 | Report | Trần Đan Huy | 12:00 PM – 13/11/2024 |

**Project Assignment 2 Meeting**

**Sprint 2, 08/11/2024- 14/11/2024**

**13/11/2024 – 09:00 P.M - Meeting 2**

**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.
* **Next meeting:**

1. **Achievements from last week.**

| **Item** | **Description** | **Responsibility** | **Completion level** |
| --- | --- | --- | --- |
| 1 | .Revised project plan | Lâm Sỹ Tân | 100% |
| 2 | Detailed vision document | Trần Đan Huy | 100% |
| 3 | Create use-case model | Ôn Gia Bảo | 100% |
| 4 | Create use-case specification(name, basic flow, alternative flows) | Trần Thị Cát Tường | 100% |
| 5 | Create use-case specification(pre-conditions, and post-conditions) | Võ Hoàng Đức | 100% |
| 6 | Report | Trần Đan Huy | 100% |

1. **Issues and impacts**

* The use-case model lacking important scenarios or having inaccurate descriptions may result in the product not meeting user needs, leading to user dissatisfaction.
* Due to receiving feedback quite close to the PA2 submission date, the time for revising the Vision Document and Software Development Plan is rather limited
* Lack of understanding of project estimation in the software development plan led to not fully meeting the requirements that the document needed.

1. **Next week’s goals:**

| **Item** | **Description** | **Responsibility** | **Due to** |
| --- | --- | --- | --- |
| 1 | Revise Use-case specification | Trần Thị Cát Tường  Võ Hoàng Đức | 8:00 PM -20/11/2024 |
| 2 | Divide the system into components, connect them, and describe each component in detail in the Logical View section of the SAD document | Trần Thị Cát Tường  Lâm Sỹ Tân | 8:00 PM -20/11/2024 |
| 3 | Describe responsibility and how component is connected with other  components in Section 4.x | Võ Hoàng Đức | 8:00 PM -20/11/2024 |
| 4 | Draw class diagrams | Ôn Gia Bảo  Trần Đan Huy | 8:00 PM -20/11/2024 |
| 5 | Document training | All | 8:00 PM -20/11/2024 |