**Weekly Report**

**25/10/2023 – 29/10/2023**

Group ID: **Group Nice**

Project Name: **Nice Hotel & Restaurant (Nice H&R)**

Prepared by: **Huỳnh Cao Minh**

Team Members:

21127644 – **Huỳnh Cao Minh** *Project manager, Business Analyst, UI/UX Designer*  
21127365 – **Phan Phước Hải Nam** *UI/UX Designer, Front-end Developer*  
21127704 – **Phạm Khánh Toàn** *Back-end Developer*  
21127433 – **Ngô Thị Thanh Thảo** *UI/UX Designer, Tester*

21127700 – **Lê Phước Thịnh Tiến** *Data Analyst, Back-end Developer*

# Achievements since last week:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **STT** | **Description** | **Due Date** | **Responsibility** | **%Complete** |
| 1 | Project Plan (Introduction, Project Overview) | 29/10/2023 | PKToàn | 50% |
| 2 | Finish Vision Document (Introduction, Positioning, Stakeholder and User Description) | 29/10/2023 | NTTThảo | 60% |
| 3 | Finish Weekly Report 1 | 29/10/2023 | HCMinh | 100% |
| 4 | Project Plan (Project Organization) | 29/10/2023 | PPHNam | 50% |
| 5 | Project Plan (Risk Management, Configuration Management) | 29/10/2023 | LPTTiến | 50% |

# Issues and impacts:

1. A review of the report will be carried out by the QA department prior to the report being presented to the sponsor. (Responsible: HCMinh, Action date: Oct 29th, 2023)

# Next week's goals:

|  |  |  |  |
| --- | --- | --- | --- |
| **STT** | **Description** | **Due Date** | **Responsibility** |
| 1 | Finish Project Plan | 4/11/2023 | PKToàn |
| 2 | Finish Vision Document | 4/11/2023 | NTTThảo |
| 3 | Finish Weekly Report 2 | 4/11/2023 | HCMinh |
| 4 | Finish Sprint Review Meeting | 4/11/2023 | PPHNam |
| 5 | Finish Sprint Planning | 4/11/2023 | LPTTiến |