

HO CHI MINH NATIONAL UNIVERSITY
UNIVERSITY OF SCIENCE

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CSC13002 - Introduction to Software Engineering



WEEKLY SCRUM MEETING REPORT

Week 1

10/10/2024 – 17/10/2024



Instructors

Trần Duy Hoàng

Ngô Ngọc Đăng Khoa

Phạm Hoàng Hải

HO CHI MINH CITY, 2024

I. General information

a. Meeting time and location

- **Meeting date:** 17/10/2024
- **Meeting time:** 20h
- **Meeting location:** Google Meet ([link here](#))

b. Team members

Student ID	Student name	Email	Attendance
22127275	Trần Anh Minh	taminh22@clc.fitus.edu.vn	Attend ▾
22127280	Đoàn Đặng Phương Nam	ddpnam22@clc.fitus.edu.vn	Attend ▾
22127396	Khru Thành Thiện	ktthien22@clc.fitus.edu.vn	Attend ▾
22127465	Bùi Nguyễn Lan Vy	bnlvy22@clc.fitus.edu.vn	Attend ▾
22127475	Diệp Gia Huy	dghuy22@clc.fitus.edu.vn	Attend ▾

c. Agenda

Topic	Time period
Work done in week 1	10 mins
Issues or obstacles of each member	15 mins
Goals in week 2	20 mins

II. Work done in week 1

Task	Status	Note
[PA0] Write a brief introduction for the proposal of the project	Completed ▾	
[PA0] List all target users and environments of the project	Completed ▾	
[PA0] List all key features and categorize into each specific target user	Completed ▾	

Create and set up the Google Drive Folder	Completed ▾	
Create and set up a repository on Github	In progress ▾	Just create repository, have not set up yet
Create and set up Discord	Completed ▾	
Create and set up a site on Jira	In progress ▾	Just create site, have not set up yet
Set a schedule for meeting TA	In progress ▾	Wait the response from TA

III. Issues or obstacles of each member

Student ID	Student Name	Problem	Solution
22127275	Trần Anh Minh	None	None
22127280	Đoàn Đặng Phương Nam	None	None
22127396	Khru Thành Thiện	None	None
22127465	Bùi Nguyễn Lan Vy	None	None
22127475	Diệp Gia Huy	None	None

IV. Goals in week 2

Task	Priority	Detail
Set up group's repository on Github	High ▾	Continue to set up a Github repository based on the requirement from the PA0.pdf file.
Set up group's site on Jira	High ▾	
Set a schedule for meeting TA	Very High ▾	
Write a planning report for the project	Medium ▾	<p><i>Filename syntax:</i> Project Plan.pdf</p> <p><i>File location:</i></p> <p>+ Google Drive: General <input type="checkbox"/> Project Management <input type="checkbox"/> Plan</p> <p>+ Github: docs <input type="checkbox"/> management <input type="checkbox"/> Plan</p>

Task	Main Contributor	Reviewer(s)
Set up group's repository on Github	Đoàn Đặng Phương Nam ▾	<div>Khuru Thành Thiện ▾</div> <div>Trần Anh Minh ▾</div>
Set up group's site on Jira	Diệp Gia Huy ▾	Đoàn Đặng Phương Nam ▾
Set a schedule for meeting TA	Đoàn Đặng Phương Nam ▾	No reviewers ▾
Write a planning report for the project	Đoàn Đặng Phương Nam ▾	<div>Trần Anh Minh ▾</div> <div>Khuru Thành Thiện ▾</div> <div>Bùi Nguyễn Lan Vy ▾</div> <div>Diệp Gia Huy ▾</div>