HO CHI MINH NATIONAL UNIVERSITY

UNIVERSITY OF SCIENCE

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CSC13002 - Introduction to Software Engineering

PLANNING MEETING REPORT

Sprint 4

21/11/2024 – 28/11/2024

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**: 21/11/2024
- **Meeting time**: 21h
- **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	Khưu 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
Review and select user stories or a part of use-case to support in this print	20 mins
Identify and prioritize tasks	10 mins
Assign tasks to team members	15 mins

II. User stories or use-case for this sprint

Task	Detail
Write **Weekly Scrum Meeting Report**	*Filename syntax*: **Weekly Scrum Meeting Report #[Week-Order]** *File location*: + **Google Drive:** General ▢ Project Management + **Github:** docs ▢ management ▢ Report ▢ Weekly

Write **Review Meeting Report**	*Filename syntax*: **Sprint Review Meeting Report #4** *File location*: + **Google Drive**: Sprint 4 + **Github**: docs □ management □ Report □ Review
Write **Planning Meeting Report**	*Filename syntax*: **Sprint Planning Meeting Report #4** *File location*: + **Google Drive**: Sprint 4 + **Github**: docs □ management □ Report □ Planning
[Frontend] Create the UI of all pages following the team's **UI Prototype**	In this task, main contributors need to follow the team's **UI Prototype** and create the UI of all pages, then based on links among pages defined in **Sprint 3**, continue to establish the links on the webapp
[Frontend] Create the links among all created pages	
[PA4 - Revised SAD] Update Sections 1-4 based on the feedback for PA3	Move to the file **Software Architecture Document.docx** in the group's **Google Drive** and rewrite or detail sections or subsections based on TA's feedback + **Google Drive**: General □ Analysis & Design □ Architecture *TA's feedback link*
[PA4 - Revised SAD] Draw deployment diagram(s) using UML and describe briefly	
[PA4 - Revised SAD] Provide structures for folders storing code and supporting files	
[PA4 - UI Prototype] For each screen, describe its purpose, what it shows and how users can use it	After writing each part, the main contributors will discuss and merge all in a complete report. *Filename syntax*: **UI Prototype Description.[ext]** *File location*: + **Google Drive**: General □ Analysis & Design □ UI Design **(ext = docx)** + **Github**: docs □ analysis and design □ UI design **(ext = pdf)**

III. Identify and prioritize tasks

Task	Priority
Write **Weekly Scrum Meeting Report**	Very High ⌄
Write **Review Meeting Report**	Very High ⌄
Write **Planning Meeting Report**	Very High ⌄
Define **the UI** of the product	Very High ⌄
Revise **Software Architecture Document**	Very High ⌄
Write **UI Prototype Report**	Very High ⌄

IV. Assign tasks to team members

Task	Main contributor	Reviewer(s)
Write **Weekly Scrum Meeting Report**	Bùi Nguyễn Lan Vy ⌄	Đoàn Đặng Phương Nam ⌄
Write **Planning Meeting Report**	Đoàn Đặng Phương Nam ⌄	Trần Anh Minh ⌄ Diệp Gia Huy ⌄
Write **Review Meeting Report**	Đoàn Đặng Phương Nam ⌄	Khưu Thành Thiện ⌄ Bùi Nguyễn Lan Vy ⌄
[Frontend] Create the UI of all pages following the team's **UI Prototype**	Diệp Gia Huy ⌄	Trần Anh Minh ⌄ Bùi Nguyễn Lan Vy ⌄
[Frontend] Create the links among all created pages	Khưu Thành Thiện ⌄	Trần Anh Minh ⌄ Đoàn Đặng Phương Nam ⌄
[PA4 - Revised SAD] Update Sections 1-4 based on the feedback for PA3	Khưu Thành Thiện ⌄	Trần Anh Minh ⌄ Đoàn Đặng Phương Nam ⌄
[PA4 - Revised SAD] Draw deployment diagram(s) using UML and describe briefly	Trần Anh Minh ⌄	Khưu Thành Thiện ⌄
[PA4 - Revised SAD] Provide structures for folders storing code and supporting files	Đoàn Đặng Phương Nam ⌄	Trần Anh Minh ⌄ Khưu Thành Thiện ⌄
[PA4 - UI Prototype] For each screen, describe its purpose, what it shows and how users can use it	Bùi Nguyễn Lan Vy ⌄	Trần Anh Minh ⌄