HO CHI MINH NATIONAL UNIVERSITY

UNIVERSITY OF SCIENCE

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CSC13002 - Introduction to Software Engineering

REVIEW MEETING REPORT

Sprint 0

10/10/2024 – 24/10/2024

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**: 24/10/2024
- **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	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
Evaluate the completion status of each task in the sprint	5 mins
Identify the problems of each task and their reasons	10 mins
Discuss solution for each problem and lessons for team	10 mins

II. Evaluate each task and its problem

Task	Status	Problem(s)	Problem's reason(s)
Create and set up the **Google Drive Folder**	Completed ▾	None	None
Write **PA0** report	Completed ▾	None	None
Create and set up a repository on **Github**	Completed ▾	None	None
Create and set up **Discord**	Completed ▾	None	None

Create and set up a site on **Jira**	Completed ⌄	None	None
Set a schedule for meeting TA	Completed ⌄	None	None
Create a plan report for the project	Completed ⌄	None	None

III.   Solution for each problem and lessons for team

In this sprint, since there are no problems in every task, consequently, there are no solutions for any problem. But through 2 weeks of this sprint, team members partially understood which environments can be utilized to manage a project, as well as how to organize them effectively, that is also the biggest lesson for team in this sprint.