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| Project status Report |

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|  | **Group 2**  **UBD – FPT University Lab Collaboration 2018**  **UBD Brunei Darussalam** |  |  |  |

# Project Summary

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| Report date | Project Name | Prepared By |
| 10-10-2018 | Project Report Week 1 & 2 | Aidee Suherman |

# Status Summary

After conforming with other member regarding the selected project, we all agree to finalize all the requirement for the stated project. Masdey had come up with initial proposal in order to obtain system requirement that is crucial for the development. After the making a second meeting with the client we manage to obtain the current database with dummy data, form template that were use in the current system, and the process involve in the current system.

After the second meeting we manage to conduct meeting with the whole development team (Group 2) to identify task that need to be completed for the proposed system. Tin had been given the task to understand the current database structure in order to come up with a new database and class structure for the new project. Anas had been given task to identify the current work process by studying the current database and to come up with his own general idea of the current work flow and try to make a temporary gui for the mobile apps. Bao and Masdey are working together to prepare all the project centralize communication platform such as preparing git hub, torello, database and other. While Aidee are given the task to collect all the documentation need for this project development.

# Project task Overview

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| Member | task name | Task description | notes |
| Masdey, Aidee | Initial Proposal | Meet the client to obtain and identify current system in use and understand all their requirement. In order to have general idea of the system that need to be develop | Come up with first proposal of the system to reconfirm with client |
| Masdey, Aidee | Finalize Project Requirement | Meet the client to obtain feed back from the initial proposal and to confirm with the system requirement | Obtain form template , Current system database, Process flow |
| All Member | Task Delegation | Meet with all the development team to explain and discuss on what task need to be done for the project. Identify other requirement that needs to be created for communication requirement. | Task had been given and agreed by each member |
| Tin | Project Back End | Study current database given and to come up with proposed backend requirement involving db structure | Already come up with several database design |
| Anas | Project Propose GUI | Study current process flow and come up with Project GUI Design | Have come up with initial system flow and gui design |
| Aidee | Project Documentation | To gather all the documentation and take notes and save all the form given and prepare report for the project | Already save and come up with project documentation. |
| Bao | Project Delegation and tasking | Give task and prepare all the member needs | Already given and take notes on all the update |
| Masdey | Project Manager | Work together with Bao for project management need involving git setup, torello and others | Already setup git and others |

# Project Overview

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| task | % Done | Due date | driver | notes |
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# Risk and issue history

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| issue | ASSIGNED TO | DATE |
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# CONCLUSIONS/RECOMMENDATIONS

The whole week 1 and 2 are mostly setting up all the basic foundation for the project and hopefully the will be a progress meeting update coming soon.