**GroupID:** 02 (Shinra Tensei)  
**Project Name:** Sope (an e-commerce website)

**Prepared By:** Lê Trần Kim Oanh

**PLANNING MEETING REPORT - SPRINT 3**

**(July 21th - August 3rd)**

Date: August 3rd

Time: 08:00

Location: Google Meet  
  
**I. Members**

|  | **Name** | **Student ID** | **Role** | **Attend Meeting** |
| --- | --- | --- | --- | --- |
| 1 | Trần Tiến Lợi | 22127240 | Front end/Backend Developer | Present |
| 2 | Huỳnh Nhật Nam | 22127282 | Tester, Backend Developer | Present |
| 3 | Lê Trần Kim Oanh | 22127319 | Frontend Developer, Business Analyst | Present |
| 4 | Huỳnh Thiên Thuận | 22127407 | Frontend/ Backend Developer | Present |
| 5 | Trần Đức Tùng | 22127442 | Project manager, Backend Developer | Present |

**II. Report**

1. **Current Sprint Review: Sprint 3 (July 21th - August 3rd)**

* Completion Rate: 100%
* Pending Tasks: None
* Summary: The team successfully completed all tasks set for Sprint 3, built backend services for customers’ functions and basic UI for sellers’ functions, admin’s functions.

1. **Next Sprint Planning: Sprint 4 (August 4th - August 17th)**

**Planned Tasks:**

| **Task** | **Description** | **Priority** |
| --- | --- | --- |
| 1 | Revise SAD. | High |
| 2 | Build up a backend based on the UI for admin services and seller services. | High |
| 3 | Create UI prototype. | Medium |

1. **Assign task**

|  | **Name** | **Task** | | |
| --- | --- | --- | --- | --- |
| 1 | Trần Tiến Lợi | Revise SAD.  Create UI prototype. | | |
| 2 | Huỳnh Nhật Nam | Build up a backend based on the UI for admin services and seller services.  Revise SAD. | | |
| 3 | Huỳnh Thiên Thuận | Build up a backend based on the UI for admin services and seller services.  Revise SAD. | | |
| 4 | Trần Đức Tùng | Build up a backend based on the UI for admin services and seller services.  Revise SAD. | | |
| 5 | Lê Trần Kim Oanh | Revise SAD.  Create UI prototype.  Write reports. | | |