**Weekly Report**

**16/10/2021 – 20/10/2021**

Group ID: **05**

Project Name: ChillnFree

Prepared by: **Võ Hoàng Bảo Duy**

Team members:

19127027 - **Võ Hoàng Bảo Duy**

19127040 - **Trần Ngọc Lam**

19127064- **Lê Minh Sĩ**

19127389 - **Đặng Kiệt Hào**

19127600 - **Lê Quốc Trọng**

# Achievements since last week:

| **STT** | **Description** | **Due Date** | **Responsibility** | **%Complete** |
| --- | --- | --- | --- | --- |
| 1 | Registration group | 16/10/2021 | All members | 100% |
| 2 | Proposal | 16/10/2021 | All members | 100% |
| 3 | Find idea | 17/10/2021 | All members | 100% |
| 4 | Project plan | 20/10/2021 | All members | 80% |
| 5 | Set up tools | 20/10/2021 | All members | 90% |

# Issues and impacts:

1. Some sections of the Project plan aren’t completed because of the lack of documentation.
2. Some tools aren’t set up completely.
3. All members are still discussing the project schedule.

# Next week's goals:

| **STT** | **Description** | **Due Date** | **Responsibility** |
| --- | --- | --- | --- |
| 1 | Project plan | 26/10/2021 | Trọng, Hào |
| 2 | Vision Document | 26/10/2021 | All members |
| 3 | Set up tools | 26/10/2021 | All members |

***Notes: The specified tasks are assigned at Trello.***