======================================
Team members present:
Hoang-Khang Nguyen
Quang-Khoi Ta
• Huynh Vo
Huynh-Sang Nguyen
• Duy-Bao Bui
Team members absent: none
Status reports:
<ul> <li>Completed tasks</li> </ul>
■ Created group's channel via messenger, slack and discord
■ Created Jira for project management
■ Completed PA0: <u>PA0</u>
■ Agreement to meet twice a week every Wednesday + Friday at 9:00
pm
o To-do Tasks
<ul><li>Prepare for the project plan</li></ul>
■ Find information for the vision document
<ul> <li>Issues/Obstacles</li> </ul>
■ Issue 1: conflict in choosing the programming language for backend-
side
■ Issue 2: lack of idea for features in the product
Actions (if any): agree to choose Go as the programming language of backend services; research
more feature for the product.
Summary of the meeting: meeting ends after 70 minutes.
======================================
Team members present:
<ul> <li>Hoang-Khang Nguyen</li> </ul>

- Quang-Khoi Ta
- Huynh Vo
- Huynh-Sang Nguyen
- Duy-Bao Bui

Status reports:

- Completed tasks
  - First release of project plan + vision document
- To-do Tasks
  - Revision of the project plan + vision document
  - Find information for the vision document
- Issues/Obstacles
  - Issue 1: disagreement in designing features for the application

Actions (if any): resolve the conflict of features design.

Summary of the meeting: meeting ends after 70 minutes.

Team members present:

- Hoang-Khang Nguyen
- Quang-Khoi Ta
- Huynh Vo
- Huynh-Sang Nguyen
- Duy-Bao Bui

Team members absent: none

- Completed tasks
  - Revised and updated the project plan + vision document
  - Completed PA1: <u>PA1</u>
- To-do Tasks

- Prepare for the detailed vision document
- Prepare the first version of use-case specification
- o Issues/Obstacles: none

Actions (if any):
Summary of the meeting: meeting ends after 40 minutes.
======================================
Team members present:

- Hoang-Khang Nguyen
- Quang-Khoi Ta
- Huynh Vo
- Huynh-Sang Nguyen
- Duy-Bao Bui

- Completed tasks
  - Sketch some diagram for the use-case specification
  - Submitted PA1: <u>PA1</u>
- To-do Tasks
  - Prepare for the detailed use-case specification document
  - Release the first version of use-case specification document
- o Issues/Obstacles: none

Actions (if any):
Summary of the meeting: meeting ends after 60 minutes.
======================================
Team members present:

- Hoang-Khang Nguyen
- Quang-Khoi Ta

- Huynh Vo
- Huynh-Sang Nguyen
- Duy-Bao Bui

Status reports:

- Completed tasks
  - Released the first version of the Use-case specification document
- To-do Tasks
  - Review the use-case specification document
  - Find documents about implementation process: how to implement, the structure of the software,...
- o Issues/Obstacles: none

Actions (if any):

Summary of the meeting: meeting ends after 80 minutes.

====== 25/11, Sprint 3 ========

Team members present:

- Hoang-Khang Nguyen
- Quang-Khoi Ta
- Huynh Vo
- Huynh-Sang Nguyen
- Duy-Bao Bui

Team members absent: none

- Completed tasks
  - Revised and updated the use-case specification document
  - Completed PA2: PA2
- To-do Tasks
  - Prepare for the software architecture document

Issues/Obstacles: none
Actions (if any):
Summary of the meeting: meeting ends after 60 minutes.
======================================
•
Hoang-Khang Nguyen  Orang Khai Ta
Quang-Khoi Ta
• Huynh Vo
Huynh-Sang Nguyen
Duy-Bao Bui
Team members absent: none
Status reports:
<ul> <li>Completed tasks</li> </ul>
■ Revised and updated the use-case specification document
■ First release of the software architecture document
■ Completed PA3: <u>PA3</u>
<ul> <li>To-do Tasks</li> </ul>
■ Review the software architecture document
■ Implementation base of backend services
■ Sketch the UI prototype
<ul> <li>Issues/Obstacles: none</li> </ul>
Actions (if any):
Summary of the meeting: meeting ends after 80 minutes.
======================================
Team members present:

- Hoang-Khang Nguyen
- Quang-Khoi Ta

- Huynh Vo
- Huynh-Sang Nguyen
- Duy-Bao Bui

Status reports:

- Completed tasks
  - Revised and updated the software architecture document
  - Implemented base of backend services
  - Sketch the UI prototype
- To-do Tasks
  - Complete the UI design
  - Re-implement backend services
- Issues/Obstacles:
  - The implementation of backend did not meet requirements
  - UI prototype is not detailed enough

Actions (if any):
Summary of the meeting: meeting ends after 80 minutes.
======================================
Team members present:

- Hoang-Khang Nguyen
- Quang-Khoi Ta
- Huynh Vo
- Huynh-Sang Nguyen
- Duy-Bao Bui

Team members absent: none

- Completed tasks
  - Revised and updated the software architecture document

- Completed PA4: <u>PA4</u>
- Implemented base of backend services
- Completed UI design
- To-do Tasks
  - Edit the UI design
  - Implement backend + front end services
  - Plan for testing phase
  - Prepare test cases if possible
- Issues/Obstacles:
  - UI design did not meet the requirements

Actions (if any):

Summary of the meeting: meeting ends after 80 minutes.

====== 31/12, Sprint 5 ========

Team members present:

- Hoang-Khang Nguyen
- Quang-Khoi Ta
- Huynh Vo
- Huynh-Sang Nguyen
- Duy-Bao Bui

Team members absent: none

- Completed tasks
  - Revised and updated the software architecture document
  - Implemented features for backend services
  - Completed UI design
  - Implemented frontend services + user interface
- o To-do Tasks

- Implement backend + front end services
- Plan for testing phase
- Prepare test cases if possible
- o Issues/Obstacles:
  - Backend implementation tasks did not meet the plan
  - Frontend implementation has issues due to the delay of backend implementation

## Actions (if any):

Summary of the meeting: meeting ends after 80 minutes.

Team members present:

- Hoang-Khang Nguyen
- Quang-Khoi Ta
- Huynh Vo
- Huynh-Sang Nguyen
- Duy-Bao Bui

Team members absent: none

- Completed tasks
  - Completed PA5: <u>PA5</u>
  - Implemented features for backend services
  - Implemented frontend services + user interface
  - Tested the implemented features (functional + nonfunctional)
- To-do Tasks
  - Fix the bugs detected while testing the software
  - Prepare more test cases
  - Prepare for the final demo + presentation

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■ There are some functions that did not meet the requirements.

Actions (if any): quickly fix the bugs, prepare more detailed test cases
Summary of the meeting: meeting ends after 3 hours.
Team members present:

- Hoang-Khang Nguyen
- Quang-Khoi Ta
- Huynh Vo
- Huynh-Sang Nguyen
- Duy-Bao Bui

Team members absent: none

- Completed tasks
  - Implemented features for backend services
  - Completed UI design
  - Implemented frontend services + user interface
  - Deploy website successfully
- o To-do Tasks
  - Plan for testing automation
  - Prepare test scripts
- o Issues/Obstacles:
  - Backend implementation tasks have not finished yet

Actions (if any):
Summary of the meeting: meeting ends after 80 minutes.
======================================

- Hoang-Khang Nguyen
- Quang-Khoi Ta
- Huynh Vo
- Huynh-Sang Nguyen
- Duy-Bao Bui

Status reports:

- o Completed tasks
  - Completed PA6: <u>PA6</u>
  - Implemented features for backend services
  - Implemented more frontend services + user interface
  - Finish test scripts for test automation
  - Finish the project presentation slides
- o To-do Tasks
  - Prepare for the final submission **PA6**

Actions (if any): quickly fix the bugs, prepare more detailed test cases Summary of the meeting: meeting ends after 3 hours.