Meeting Minutes

Date of meeting: 26/02/21

Time of Meeting: 1PM

Attendees: Daniel Bailey (Developer), Paul Howarth (Client)

Apologies from: None

Item 1: Current Progress Update

* Discussed Tasks completed this week
  + Main Menu programmed and designed
  + In-game UI given sprites
  + Rough level size and layout added with sprites
  + Guests given randomised head sprites

Item 2: Steps for next week sprint

* Outlined tasks for next sprint
  + More sprite additions
  + Adding sound effects to UI and potentially gameplay
* Developer requested feedback on current sprites for reference when finding more
  + Client agreed to aid in guiding the overall look of the game

Item 3: End time estimate

* Discussed rough end time for project given current state of completion
  + Given tasks remaining in backlog and to allow for delays and playtesting, both client and developer agreed that roughly 5 weeks remain. 2 weeks allocated to design work and final features, 2 for playtesting and changes with an extra week allotted to either.

Meeting End Time: 1:13pm