**MEETING MINUTES: SUMO DIGITAL GROUP PROJECT**

Date of Meeting: 27/02/2019

Time of Meeting: 9:22am

Attendees: - Sam McMillan, Peter Vaughn, Charles Gillard, Alexandru Slav

Apologies from:

**Minute Taker:** Sam McMillan

**Item One: - Postmortem of previous week**

**What went well:** We will have a minimum viable product by the end of next week. Peter only needs to code mechanics for the guards, using code made by Alex already, and a par system to make the game MVP. Charles has also completed a physical prototype of the game, which the team is very happy with; it can be used to visualise new levels and early playtesting.

**What went badly:** Charles still cannot access Jira, which has been addressed to lecturers. I did not finish one of my tasks to make a main menu and pause screen for the game.

**Feedback Received:** We have been encouraged not to add any additional mechanics, instead using all the mechanics we have currently implemented into the game to the best effect we can.

**Individual work completed:**

**Sam McMillan:** Managerial tasks, development of an interface concept for the game, created air vent assets

**Peter Vaughn:** Completed development of air vent and collision mechanics in Unity. Created a number of prefab assets that allow the rest of the team to easily put levels together in the project.  
**Alexandru Slav:** Collected a selection of audio clips to be used in the game. Also updated character textures so that they’re updated to the art style of the game appropriately.  
**Charles Gillard:** Finished development of a physical prototype to be used for early playtesting and visualisation.

By the end of week 5’s sprint we will have a minimal viable product to be presented this Wednesday coming. We will also have appropriately prepared for the presentation, with a PowerPoint presentation and proper rehearsals of our presentation. We will have also created a selection of screenshots, GIFs and guides to be put in the presentation.

Tasks for the current week:

**Sam’s tasks:** Finish the main menu and pause menu interface development. Additionally create the skeleton of a PowerPoint presentation which will be worked on by the whole team Friday.  
**Peter’s tasks:** Finish development of par and enemy movement mechanics and collect screenshots and GIF’s from the Unity project to be used in the presentation.  
**Alexandru’s tasks:** Continue finding music for the games early Office levels, and assist with creation of the presentation.  
**Charles’ tasks:** Develop art assets for the Museum levels, as well as FOV cone. Additionally, will assist in development of the presentation.

**Meeting Ended:** 10:12am