**MEETING MINUTES: SUMO DIGITAL GROUP PROJECT**

Date of Meeting: 13/03/2019

Time of Meeting: 9:51AM

Attendees: Sam McMillan, Peter Vaughn, Charles Gillard

Apologies from: Alexandru Slav

**Minute Taker:** Sam McMillan

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

**What went well:** Work on the par mechanic in the Unity project has been developed and is near completion, and the game will be in a playable state this week for playtesting. Development on a main protagonist has begun, although is not near completion.

**What went badly:** The sprint in Jira did not begin until Friday, and no meeting minutes for the week before were completed. I also failed to complete my tasks for the week, although one did rely on a task Alexandru did not complete. Charles internet at home went down, and as such he did not see his Jira tasks, and also failed to complete his task for the week.

**Feedback Received:**

**Individual work completed:**

**Sam McMillan:** Managerial tasks for the week.

**Peter Vaughn:** Developed a par mechanic for the game, and additionally developed a camera system that followed the player character, allowing for larger levels.  
**Alexandru Slav:** Mood boards for a main character.  
**Charles Gillard:** Developed a placeholder model for the player character.

**Item Two: -**  **Overall Aim of the current week’s sprint**

By the end of this week we will have levels built in the game to allow playtesting, as well as developing more assets for the game, specifically a main character and a revisit of assets for the office areas in the game.

Tasks for the current week:

**Sam’s tasks:** Catch up with tasks for last week (pause menu and main menu iteration), as well as develop 2 levels using the prefabs Peter has developed in Unity.  
**Peter’s tasks:** Finish the last bit of par mechanic development, and create 2 levels using the prefabs he has developed in Unity.  
**Alexandru’s tasks:** Redesign a logo for the game and a splash screen fort the games initial start-up. Due to his current situation, Alex has been given a light workload for this week  
**Charles’ tasks:** Due to Alex’s situation, Charles will be given the job of developing a main character this week instead, as well as creating 2 levels using Peter’s prefabs in Unity.

**Meeting Ended:** 10:17