Hadrian Development

This document contains the agenda for each meeting and whether the task’s were complete

Meeting Agenda

Project Pantheon

Meeting Documentation

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# Meeting 23/2/18

## Agenda:

Team Name

Complete Project Proposal

Pitch Plan

## End Result:

Team Name has been decided as **Hadrian Development**

Project Proposal has been completed except for the Project Dependencies and the impact of the project on other processes

Pitch Plan has been sketched out with roles designated

# Meeting 2/3/18

## Agenda:

Complete Individual Pitch Drafts

Create first PowerPoint draft

Review and finish Gantt Chart

## End Result:

Individual Pitches Complete

First Draft Complete

Gantt Chart Reviewed

# Meeting 5/03/18

## Agenda:

Complete Pitch PowerPoint  
End Result:  
As I was sick this meeting didn’t occur

# Meeting 9/03/18

## Agenda:

Complete PowerPoint

Complete Character Concept Art

Character Animation Documentation Complete

## End Result

PowerPoint completed

Character Concept started

Animation Documentation Completed with the exception of character concepts

# Meeting 12/03/18

## Agenda:

Complete Animation Request Document

Build Development Workplan  
-First 5 Development Steps planned and priorities assigned

Start World Development

Character Concept Finished

## End Result

Animation Request Documentation Completed  
5 Development Steps completed with priorities assigned  
Tutorial 1 world designed

# Meeting 16/03/18

## Agenda:

No Agenda as Liam is on holiday

# Meeting 19/03/18

## Agenda:

No Agenda as Liam is on holiday

# Meeting 23/03/18

## Agenda:

Team Introductions  
Establish Team Members Skills  
Complete Project Proposal with new team members  
Complete Project Pitch  
Rehearse Pitch  
End Result: