**MEETING MINUTES: Cast Aside**

**Week 8**

Date of Meeting: 21/11/23

Time of Meeting: 12:05

Attendees: - Mike, Adam, Richard

Apologies from: - Tom

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

What went well:

The team completed most tasks and is largely on track to finalizing the gameplay loop with an additional fourth puzzle, ensuring that we are above the criteria required (30 minutes) of playtime, via mechanics of puzzles and finding unlockables.

What went badly:

The team is largely burned out now, the tasks were mostly complete, however the team has slowed down, a combination of rerolling the project so many times and the current project being so far removed from the original vision has taken its toll. That said the team has rallied for now and will finish completing the game.

Individual work completed: -

**Mike**

More work on UI

Character 3 mesh completed

Indi contributions documentation

**Adam**Puzzle 4 mechanics

Animations

Replaced grey boxing on puzzles

The branched game

Indi contributions documentation (2000 words)

**Richard**

Cloning tutorial scene

Gameplay trailer

Playing game for footage

Indi contributions documentation

**Tom**

N/A, did not attend meeting

**Item 2: - Overall Aim of the current weeks sprint**

Tasks for the current week: -

Mike

Animate, and UV character 3

Mesh, animate and UV character 4

Adam

Will finish puzzle 4 implementation and test loop

Richard

Will assist in testing gameplay loop and provide feedback to functionality

Tom

N/A did not attend so still working on current task

(These tasks to be uploaded and tracked on JIRA)

**Item 3: - Any Other Business.**

The team is largely focusing on getting their individual contributions in order for submissions and that should be the mainstay focus now till the finish line, with little bits of dev time to fix and finalise any issues.

Meeting Ended: - 12:38

Minute Taker: - Mike