**DMC**

**DATE: 24 August 2018**

**TIME: 11:00 – 17:00**

**ATTENDEES** Tom Gibbs, Elliot Chester, Henry Crofts

***GROUP MEETING @ PROGRAMMING LAB, ATRIUM***

**Meeting Aim:**

* Produce a development plan, using created:
  + Asset list
  + UI layout
  + Screen transitions
* Include estimated work time to complete each task and who will be responsible for it (not including stretch goals).

**Meeting Minutes:**

All team in attendance.

Team used the asset list, UI designs and screen transition diagrams to produce a development plan suitable for presentation to the client.

Development plan currently details:

* All necessary assets to complete project (not including stretch goals)
* UI layout
* Menu animations
* Screen transitions
* Available functions on each screen
* Task list

Team agreed that once the development plan has been presented to the client and their feedback received, the development plan will be updated if necessary, otherwise work time estimates will be attached to each task and tasks will be allocated to each team member.

During rehearsals of the client presentation it became clear that more visuals were needed to assist our explanations.

The team produced photoshop mock-ups of each screen, annotated with button functions which can be given to the client alongside our presentation.

Team agreed that to offer the client the best possible understanding of the apps functionality, a simple unity prototype should be produced.

Prototype produced containing UI functionality and scene transitions (no animations).

Team agreed the experience performed as intended in our whiteboard plans and must be presented to the client as it shows the user experience most clearly.

**Tasks for the current week:**

* **All group members are to ensure they are familiar with latest design and planned application contents.**
* **Elliot to prepare presentation of prototyped screen transitions (UI demo) to the client.**
* **Tom to prepare presentation of R34 components and voyage events to be included in the app to the client.**
* **Tom and Henry to prepare presentation of development plan to the client.**
* **If the client is pleased with our predicted workflow, team must meet to assign tasks to allocated team members using project management software.**