**DMC**

**DATE: 28 August 2018**

**TIME: 14:00 – 15:00**

**ATTENDEES** Tom Gibbs, Elliot Chester, Henry Crofts | Basil Abbott, Denise Beale

***CLIENT MEETING @ DISS MUSEUM***

**Meeting Aim:**

* Present development plan to Basil (museum director) and Denise (museum curator)
  + Confirm our plan development plan suits their needs.
  + Request feedback regarding how they feel the application could be improved.

**Meeting Minutes:**

All team in attendance.

Diss Museum’s curator attended the meeting to provide her own feedback in addition to Basil, Diss Museum’s director.

Meeting began by discussing what design steps and iterations had taken place to get to the current app design. Team progressed to the development plan, explaining the contents of the application, the options available to users and what we will prioritise through development.

Client was pleased with the work presented, confirming choices of AR event topics encompassed the most poignant events of the airship’s voyage. Client also advised they are pleased with the level of detail in our research and confirmed accuracy of the events in the development plan. Client is satisfied that the presentation, app mascot and effects and mini games should encourage children to learn the history of the event.

Client did request that a summary of the voyage is included within the app, in addition to specific events. After discussing potential methods of including this within the app, the team proposed including another screen (“the R34”) within the burger menu, which will contain this summary and images of the airship. Client requested this be included in the application.

Client voiced opinion that it may be parents/adults at the event who have a harder time understanding how to use the app rather than their children - so a more direct set of instructions, rather than the cat mascot appearing to cycle through helpful text may be of more help. Client acknowledged that the app should be designed for children, but that they want adults to share in the experience and older users may not enjoy reading repeated instructions from a cartoon character. After further conversation it became clear the client wanted instructions in the form of intuitive visuals. The team proposed using simple 2D outline animations (showing a poster, a hand moving the phone towards the poster, then activity playing on the phone to indicate successful recognition). This was the client’s preference.

Client wishes both the “the R34” screen and updated help screen to be included in the final version. Team advised these design amendments will be included in an updated version of the development plan, which will be shared with the client once the revisions are made.

The team offered to travel to Diss monthly to present updates for the remainder of the project. Denise advised she had confidence in the project and the team and if she is unable to attend then the team should still meet with Basil.

Basil advised he should have no issue making himself available and we can arrange to meet at our discretion – Basil also mentioned that if in person meeting is inconvenient a skype call or email/video will be sufficient.

Before leaving the meeting, the client requested the team pose with them outside the museum for a photograph which they intend to use in their newsletter and potentially in the local paper. Basil requested that when sending the revised development plan, we specify our preferred names for inclusion in the photograph caption.

No meeting was formally arranged at the end of the meeting, though the team and client casually discussed a next meeting in early October.

**Tasks for the current week:**

* **Amend dev plan as per client feedback**
* **Send revised development plan to basil**
* **Request tutors provide JIRA project board for the DMC group**
* **Populate JIRA task backlog with all anticipated tasks**
* **Provide basil with team members information for local paper**