**DMC**

**DATE: 05 October 2018**

**TIME: 10:00 – 11:00**

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

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

**Meeting Aim:**

* Review tasks completed this sprint
  + Any subsequent considerations to be made for future tasks
* Rescheduling of Peter Paterson meeting
* Postponing of client meeting to occur after Peter Paterson meeting, so details of Peter’s meeting can be discussed with the client
* Swapping of Task Timeline weeks to accommodate rescheduling of meetings and ensure development time is not wasted

**Meeting Minutes:**

All team in attendance.

Team shared task progress this week.

* Tom – tasks completed.
* Elliot – tasks completed.
* Henry – tasks begun, incomplete due to unforeseen family issues. Henry advised team of this during the sprint. In meeting team discussed any possible ramifications as a group, no subsequent tasks are dependent upon incomplete tasks this sprint. Team considered sharing Henry’s workload, but Henry advised now his availability has returned to normal he should have no issue completing next sprint’s tasks and completing any incomplete tasks from the current sprint.

Team tested application functionality included so far, confirmed all inclusions functional as expected.

Elliot explained how his task’s AR ID detection script functions. Elliot advised that to ensure the script maintains intended functionality each target database the team adds must have a unique name to allow the script to increment the ID value and save this for future use.

Discussion moved to Peter Paterson. Earlier in the sprint, the team requested a revised meeting date from Peter to allow for a team members unforeseen appointment. Team is still awaiting Peter’s advice to rearrange the meeting.

Because of this, the team decided that the client meeting should also be postponed – until Peter’s meeting has been arranged, so the outcome of the meeting can be shared with the client.

The team agreed that the unexpected reordering of the sprint schedule necessitated a change so as not to waste available development time.

Team agrees the sprint tasks as detailed in the ‘Task Timeline’ document for 8 October will be postponed until a time Peter has been able to clarify his availability.

Until this time, the team will act as though sprint tasks for the 15 October are the current task objectives and JIRA will reflect this.

Once Peter’s meeting has been arranged, the sprint tasks planned for the week of 8 October will be added to the weekly JIRA sprint.

**Tasks for the current week:**

* **HC: Complete final version of side menu animations (1 October sprint task)**
* **HC: Side menu animations and transitions (15 October sprint task)**
* **EC: Create reusable template inset AR sequence effect (15 October sprint task)**
* **TG: Collection screen menu functionality and transitions (15 October sprint task)**

**Detailed task breakdown, task descriptions and time estimates added to JIRA sprint.**