**DMC**

**DATE: 11 October 2018**

**TIME: 13:00 – 15:30**

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

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

**Meeting Aim:**

* Prepare discussion points for Peter
* Identify models required
* Print development plan so screen can be discussed alongside application prototype
* Ensure all necessary elements are functional within application prototype

**Meeting Minutes:**

All team in attendance.

Team began by reviewing outcome of previous discussions regarding which assets we would specify for to Peter to produce, to ensure that the assets discussed will be the most appropriate and efficient.

Discussion confirmed our priorities are unchanged.

Ideally Peter will produce a model of the R34 and all its gondolas, a more detailed close up of the front engine gondola and the specific crew models needed.

Peter provided the team with a link to his work which shows his ability to be more than necessary to fulfil these model requests – the limiting factors will be Peters desire to work and his availability to work.

Because of the potential variation in suitable workload, the team prepared a brief series of questions to gauge Peter’s ability to commit to the project. Team prepared corresponding lists of groups of model(s) to appropriately negotiate tasks with Peter based on his feedback.

Elliot advised the team the night before the meeting that he had spare time left at the end of his AR template task, and used this time to include many of the features highlighted in the last meeting (Monday 8/10) that the team agreed must be in the prototype for discussion with Peter.

This gave the team sufficient time to discuss and rehearse the meeting pitch.

Team printed off the development plan and project timeline to bring to the meeting in addition to the application prototype to assist in the explanation.

Before leaving team tested the current prototype build for reliability of newly included assets. Team allocated elements for each member to take responsibility for in the presentation and rehearsed until leaving to meet Peter.

Team chose to leave slightly earlier than previously arranged in order to make sure we arrive in Diss before rush hour.

Team to meet with peter at 19:00 (11 October).

Next internal team meeting will be the sprint review meeting, to discuss the current sprint, priorities for the upcoming sprint, and outcome of the meeting with Peter - scheduled for Friday 12 October at 14:30.

**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)**
* **HC: Prepare application and discussion points for negotiation of work with 3D modeller (8 October Sprint task)**
* **EC: Create reusable template inset AR sequence effect (15 October sprint task)**
* **EC: Prepare application and discussion points for negotiation of work with 3D modeller (8 October Sprint task)**
* **TG: Collection screen menu functionality and transitions (15 October sprint task)**
* **TG: Prepare application and discussion points for negotiation of work with 3D modeller (8 October Sprint task)**

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