**DMC**

**DATE: 12 October 2018**

**TIME: 13:00 – 14:20**

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

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

**Meeting Aim:**

* Discuss current sprint
* Review Peter Paterson meeting
* Confirm tasks completed
* Prioritise tasks for the coming sprint, using the project timeline document

**Meeting Minutes:**

All team in attendance.

Team reviewed work completed this week – all members completed their assigned tasks.

Team reviewed week negotiations to secure visual assets:

* Peter Paterson – expected to be able to produce R34 airship and Front Gondola textured models. As agreed at team’s meeting with Peter, his deadlines are subject to confirmation after team provide the agreed asset specifications.
* George Flude – expected to produce the “Whoopsie” cat mascot (x9 outfits, including animations, information screen sprite variations and animations) by Christmas.
* Mark V tank – modeler had agreed to produce using 3ds Max, though since learning they do not have a license allowing for distribution of created assets, team must obtain this elsewhere.

Tom raised that we have not had interaction with our client contact at Diss Museum for almost one month and that team should either contact the client to arrange a meeting next week / provide email update.

Team previously negotiated monthly updates to the client, updates being either meetings or email correspondence at the team’s discretion.

After discussing, team agreed that an update containing a video of the current prototype and accompanying explanation is more appropriate for the client at this stage.

Because the client has shown themselves to be ‘not-as-technologically-minded’ as the team, the team are concerned arranging an in-person presentation of the functional application (without art assets) may confuse the client – despite significant progress having been made in terms of the overall application and AR functionality, this will not be obvious to the client.

Team want to avoid misleading the client so will produce a prototype video.

Team will continue to provide monthly updates to the client as arranged with the client and will organize another presentation when the team feel appropriate.

Team reviewed results of team completed tasks for the sprint. Confirmed all successfully completed, but through mock-use, team highlighted some improvements that can be made to increase user experience which we believe can be accommodated in the sprint.

Transition between main collection menu and information screens are sudden and do not match the sliding animations present elsewhere in the app.

Collection menu functionality can be used to effect these transitions and also be updated with a public variable which can be used to effect the cat mascot change of appearance (which is expected to be ready for inclusion within a few sprints).

**Team then moved onto discussion of availability for work this week. Both Tom and Henry must prepare for and attend a wedding this week, which will have a significant impact on their availability. With Group Project and Dissertation also requiring attention this week, these team members have negotiated to work on a reduced amount of task hours.**

**Team will complete tasks remaining from 8 October sprint (after this sprint had to be swapped for the 15 October sprint plan in the previous sprint, due to Peter Paterson schedule), complete newly discussed tasks and Elliot will look to complete his tasks from the upcoming sprint in an effort to balance workload with the team when availability should return to regular levels, next sprint.**

Team concluded meeting by reviewing development plan, project timeline and task backlog to reprioritize if necessary.

Following tasks will be added to the coming sprint as discussed in the meeting:

* Task to produce demonstration video of current prototype, with further explanation, will be added to the next sprint’s tasks.
* Task to produce requirements specification to Peter will be added to the next sprint’s tasks.
* Additional menu functionality
* Making user experience continuous between collection and information screens.

Team in agreement that despite having to deviate from the project timeline to accommodate changing priorities, accommodate Peter’s schedule as well as the addition of new necessary tasks – the team expect to be on track to meet project timeline goals by sprint beginning 22 October.

**Tasks for the current week:**

* **HC: Add information panel templates to the prototype scene, then prepare animated transitions from the collection menu to each information panel (new task)**
* **EC: unlock corresponding panel in collection menu and show button on camera screen (22 October sprint task)**
* **EC: when trigger has been detected in by the device camera, display a button in the scene which will take the user directly to that items information panel (22 October sprint task)**
* **TG: Collection screen menu functionality, to effect cat mascot (new task)**
* **All: Provide Client with a video of the updated prototype, explanation to accompany video and expected work over the next month (8 October sprint task)**
* **All: Create group chat with Peter Paterson and provide specification for production of assets (8 October sprint task)**

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