**DMC**

**DATE: 18 October 2018**

**TIME: 15:45 – 18:00**

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

***GROUP MEETING @ A216, ATRIUM***

**Meeting Aim:**

* Priority of the team’s tasks
* Prepare and send correspondence to Peter
* Prepare and send update to Basil

**Meeting Minutes:**

All team in attendance.

Team began by discussing remaining tasks. Tom confirmed blocker task has been completed, allowing Henry to continue work on his assigned tasks this sprint.

Team reviewed outcome of testing the ‘stress test’ application after team members individually tested the application on a range of devices.

Team agree the results of the tests show that a polycount limit of 25,000 and a texture resolution of 1024px should yield the best balance between quality of visual assets and device performance across devices.

To confirm, final specification to be sent to Peter:

* Model file type: **.fbx or .obj**
* Model polycount: **25,000**
* Texture file type: **.png**
* Texture size: **1024px**
* Descriptions of models: **agreed and planned.**
* Basic sketches of scenes: **agreed and planned.**

This information will be sent to Peter via WhatsApp and the records added to the group repository.

Before sending, team recalled issue they had encountered before, where model could not be included within the project as it was created in 3ds max (and the license it was created under does not allow distribution). Team asked for clarification from Peter that the team can distribute his models within the application before the specification is given.

Team moved onto preparing a recording of the current prototype to be sent to the Client.

As the current prototype includes no final visual assets, team are concerned Basil may not completely understand the recording.

To reduce the risk of this, Tom will provide voice over with recording – addressed to Basil at Diss Museum in a manner more suited to him.

Elliot will then edit the recording with overlaid indicators (arrows etc) to highlight the object on screen. Once prepared team will forward this Basil.

Team will also extract screen mock-ups from development plan and resend these to basil alongside the recording (with updated explanation) to better assist with the clients understanding of the app.

Team will meet next to review this sprint’s tasks and assign new tasks as per the task timeline.

Next team meeting arranged for Monday, 22 October 2018 @ 11:00.

**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.**