**DMC**

**DATE: 26 October 2018**

**TIME: 16:45 – 18:15**

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

***DISCORD MEETING, VOICE CALL***

**Meeting Aim:**

* Review weekend tasks
* Revised Sprint durations
* Assessing member availability, considering priority of tasks for coming sprint

**Meeting Minutes:**

All team in attendance.

Team reviewed tasks for the week. While each member has begun working through their tasks (at least one completed, each) – each member advised that other modules have had to take priority this sprint since our last meeting, because of the deadlines associated with these projects. Majority of DMC tasks will be completed the coming weekend (Friday 26/10 – Sun 28/10).

Team reviewed previous sprints and found that increasingly sprint tasks are not being completed before the end of Friday as initially expected.

Team agreed that as other modules have begun and become more demanding, they have had to take priority in the week. Team agree that because DMC development plan, timeline and the expectation of the outcome of the project have been understood by all members since before the start of the semester, the dissertation and group module projects often need to be put first during the week so that their goals and development plans can be continuously improved.

For this reason, team will run future sprints from Monday – Monday, instead of Monday-Friday. Unless unnecessary, team will still aim to hold 2 meetings per week (one at sprint start, Monday – one sprint review meeting, Friday).

Team will continue to operate as per the project timeline, though issues on the end of the modeler in previous sprints, which delayed organizing meetings with both the modeler and the client, are likely to make another client meeting which had been timelined for the sprint beginning 5 November largely unnecessary (because it would occur very close to our recent client update).

Team agree that time and resource will be better spent adding functionality of later sprint tasks to the application, then when more content has been added, another in-person presentation and prototype demonstration can be arranged with the client.

Next team meeting arranged for Monday 29 October following Rob’s group project module session.

**Tasks for the current week:**

* **HC: Add agreed ‘volume control’ functionality to application, within the settings cog menu of the side panel menu**
* **HC: Begin implementation of ‘battery saver’ mode within settings cog menu of the side panel menu.**
* **HC: Create information screen scrolling text and image script.**
* **HC: Upload Peter Paterson facebook correspondence to repository.**
* **EC: unlock corresponding panel in collection menu and show button on camera screen.**
* **EC: create help screen animations**
* **EC: create script to effect help screen animations according to user actions**
* **TG: Implement ‘Cat Mascot’ contextual appearance, information and animations.**
* **TG: Add client emails to group repository.**
* **TG: Add reporter emails to group repository.**
* **TG: Add Peter Paterson WhatsApp correspondence to group repository.**
* **All: Review document detailing project “End Goal” to be provided to Rob.**
* **All: Meeting to review sprint work and decide future tasks for project at close of sprint.**

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