**DMC**

**DATE: 29 October 2018**

**TIME: 11:20 – 13:30**

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

***COMMON ROOM, PROGRAMMING LABS***

**Meeting Aim:**

* Review past sprints tasks, confirm work completed
* Prioritising this sprints tasks
* Assessing member availability, negotiating tasks

**Meeting Minutes:**

All team in attendance.

Team reviewed tasks completed in previous sprint. Henry advised tasks complete, but had overlooked logging work in JIRA.

Elliot – camera

Elliot – help screen

Henry – menu transition animations

Henry – text scroll function

Tom – mascot, contextual information

Tom – mascot, corresponding appearance and animations

As normal, team tested an updated prototype version containing all completed tasks to confirm application meets team’s expectation.

Team noticed that Henry’s UI text scroll function could be improved slightly for better compatibility with the stowaway planned event. Henry advised he anticipates having sufficient capacity to make the amendment this sprint, within his 6 hours of allocated work.

Team also realized that the mascot functionality could be improved if the mascot script not only responded to variables in the collection menu script and scene script – but also the AR manager script. This would allow further functionality of the mascot if the corresponding selection had not yet been discovered (mascot can then direct the user to a poster or to the dedicated help screen). To do this Tom and Elliot will discuss their existing scripts so any amendments can be made to both members previous work to make this tasks completion more efficient. Tom advised he anticipates having sufficient capacity to make the amendment this sprint, within his 6 hours of allocated work.

Tom raised concern that team still have a few elements of the airships voyage to research, and that none has currently been prepared for appropriate presentation in the application.

Team had previously agreed that Tom would complete all research and written tasks. Team acknowledged that as historical accuracy and the educational element of the app is the clients main concern, that either Tom’s unity project tasks should be picked up by the team to allow another sprint for research and information preparation – or research and information preparation tasks are shared around the team more equally alongside project tasks.

Team reviewed the task timeline until the sprint end. Team’s priorities for task completion remain unchanged – though team over-performance, client availability for presentations and the need to focus on researching the history of the voyage need to be rebalanced throughout the remaining timeline.

Team negotiated tasks and updated the timeline. Original timeline remains in the group repository, updated timeline “TasksTimeline (updated at 29.10.18)” also uploaded within the ‘Development Plan’ folder at the repository root.

As agreed at last meeting, all sprints will now run from Monday (sprint start meeting) – Monday (following sprint start meeting).

Next team meeting arranged for Friday 2 November @ 13:30.

**Tasks for the current week:**

* **HC - total time: 5h 15mm**
* **HC: Set up battery saver functionality (1h)**
* **HC: ‘Take off’ AR Event (3h 45m)**
  + **Find free use model of the R34 hangar – animate this to open, revealing the airship before take-off (1h 30m)**
  + **Animate take off (1h)**
  + **Import Peter’s model (10m)**
  + **Particle effects (45m)**
  + **Designing AR Event layout suitable for mobile device (30m)**
* **EC – total time: 4h 45m**
* **EC: Code review with Tom Gibbs to determine approach for adding functionality to application mascot (15m)**
* **EC: ‘Crew’ AR Event (4h)**
  + **AR Perspective effect (1h 30m)**
  + **Designing AR Event layout suitable for mobile device (30h)**
  + **Prepare mascot animations and mascot UI textbox within AR event to allow brief description of event (2h)**
* **TG – total time: 4h 50m**
* **TG: Code review with Elliot Chester to determine approach for adding functionality to application mascot (15m)**
* **TG: Update functionality of application mascot to show more relevant sprites/animations/text depending on user interaction and application progress (1h 30m)**
* **TG: 3D model control within information screens (1h 30m)**
* **TG: Add Peter Paterson WhatsApp correspondence to group repository, Add Client email correspondence to group repository (5m)**
* **Begin review of research gathered so far to identify areas that lack sufficient detail and must be explored in the coming sprints (1h)**
* **All: Sprint review meeting, Friday 2 November 2018 (30m).**

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