**DMC**

**DATE: 23 November 2018**

**TIME: 08:45 – 12:30**

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

***A216***

**Meeting Aim:**

* **Prepare material necessary for effective delivery at client presentation**
* **Delegate roles for delivery of presentation**
* **Rehearse presentation**
* **Anticipate potential client feedback, reasonable options available to team within constraints of development**

**Meeting Minutes:**

All team in attendance.

Meeting time and date moved to Friday morning due to Henry having car issues and not being able to attend scheduled Thursday meeting. Henry made team aware of issue as soon as it was discovered so team was able to adjust.

Team began by adding all work reproduced after solving merge conflicts to the Unity Collab build.

Any improvements completed because of playtest feedback were also included in the Collab build.

This was done successfully with no conflicts.

Team then built the application to mobile to confirm functionality working correctly on intended device. Team were able to confirm reliable behaviour without any encountered bugs.

Team then drafted a presentation to identify resources necessary for delivery to the client.

Team printed off reference material to aide in client understanding during presentation. Development plan screen mock-ups and screen transition diagrams were extracted, and printed copies made.

Screenshots of the applications previous version (which included minigames) were printed off so the design amendments made as per the client’s feedback could be understood more easily.

Examples of drafted artwork (cat mascot, and R34 model) were also copied to laptops to be shown to the client.

Team then allocated delivery of the presentation.

Before beginning the presentation, Team will remind the client that final visual assets are awaited from external artists and the assets will be a significant improvement.

* Tom will introduce application to client, describing the AR functionality of the app, and how a user would interact with AR trigger material using the device camera.
* Henry and Tom will take turns introducing each AR event (2-9), while Elliot demonstrates the application on his laptop (using the laptop’s touch screen and camera).
* Henry and Tom will continue taking turns, talking through the navigation of the app, where information will be presented and the action of the mascot.

Team will then discuss the models we are expecting to receive, showing examples of Peter’s work to give context.

Team will also discuss the design of AR trigger material with the client. Client needs to confirm the poster sizes they would like for the event (and card sizes, if necessary).

After the presentation the team will request a final meeting with the client during the DMC module to present the application containing all functionality, physical material required and inclusion of all research.

Team rehearsed the presentation on this basis. Presentation takes on average 9minutes for the team to deliver (not including discussion of art and trigger material with the client).

Team have discussed the possibility of the client proposing further changes to the application’s functionality. The team believe the chance of this is low, due to the lengthy initial design and iterations phase – though should it happen – the team believe there is scope for few minor changes, the team would need to explain the time constraints and realistically achievable estimations to the client if a significant change were to be requested.

Next meeting (client presentation) arranged for Friday 23 November @ 14:00.

As previously agreed, team to arrive at Diss by 13:00 to ensure team are not late for client meeting and have time to review presentation contents before presenting to the client.

**Tasks for the current week:**

* **HC - total time: 6h**
* **HC: Attend group meeting to attend for client presentation (2h 30m)**
* **HC: Travel to Diss museum to present prototype to client (1h 30m)**
* **HC: Conduct playtesting with at least 6 external people to assess robustness of application functionality (1h)**
* **HC: Improve elements highlighted during playtesting (1h)**
* **EC - total time: 6h**
* **EC: Attend group meeting to attend for client presentation (2h 30m)**
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**Detailed task breakdown, task descriptions and time estimates added to JIRA sprint.**