**DMC**

**DATE: 21 December 2018**

**TIME: 12:00 – 15:00**

**ATTENDEES** Tom Gibbs, Elliot Chester

***COMMON ROOM***

**Sprint Aims:**

* **Implement clients 2 requested changes:**
  + **True photographs in place of AR screenshots**
  + **More specific description of airship destruction**
* **Complete project post-mortems**
* **Identify project responsibilities moving forward**

**Meeting Minutes:**

Tom and Elliot in attendance. Henry made team aware of his inability to attend today’s jam within yesterday’s meeting. Jam started.

Team confirmed all bugs fixed and all client requested changes included.

Team re-recorded the application demonstration.

Elliot recorded Tom using the application while Tom provided voice over.

Elliot will need to edit the video at home, where he has access to the necessary software. Elliot will aim to do this tonight.

Elliot agreed to make the recording accessible by the team on YouTube, so the team can review it before sending to the client.

Before leaving the meeting, an email was drafted to the client, which will include a link to the video when edited.

Tom will email the client using this draft when the team confirm they agree the video is appropriate.

Only remaining task for the module is each team members postmortem.

Due to time, team feel it is likely the video will be ready to send to the client early on Saturday morning.

All team members expect to have postmortems, client correspondence and git repo admin completed for submission during Saturday (ahead of the project end deadline: end of day 23/12/18).

Team drafted an email to Rob Kurta, containing a link to the final recording. The email also contains a request to Rob to advise whether the team need to provide any additional information in relation to the DMC module.

Tom will send this to Rob once the team have confirmed all their work has been uploaded to the repository.

**Final DMC module meeting completed. Once all team members have confirmed their postmortems have been completed and uploaded to the group repository – Tom will close the sprint and send email to Rob.**

Before ending the meeting, the team discussed the future of the project (separately from university).

Team agree that now the functionality is in, the only significant work that will be required is:

* Monitoring external asset producers
* producing revised animations are required because of new assets
* obtaining iOS license
* obtaining Vuforia license

Currently, none of these are urgent. Team will meet in late January, after the start of semester 2 to review their position.

**Tasks for the current week:**

**All (3h):**

* **Complete module postmortem (1h)**

To be completed independently. Each member must complete a postmortem as provided by Rob Kurta. Submit this to group repository.

Must be uploaded to the group within [root folder -> Postmortems]

* **Record revised demonstration of app in use (1h)**

With updated client features, record use of the app for the client and tutors.

* **Final polishing and testing of app functionality (1h)**

Within jam, the team will test all application functionality. Time is reserved in case team decide any aspects can be further improved or require fixing.

**Tom (additional 2h):**

* **Source update ‘real-life’ images as per client request (1h)**

As per discussion with client at presentation 19.12.18: find actual photographs of the R34 to be used in collection screen panels and information screen when batter saver is not active.

Images selected must be appropriate for events they are attached to.

* **Update overview information as per client request (1h)**

As per discussion with client at presentation 19.12.18: update the overview information to give further specifics of the R34’s destruction.

**Elliot (additional 2h):**

* **Include final images within collection and information screens (30m)**

Once provided as a result of Tom’s task, include appropriate ‘real-life’ images within application.

* **Edit application demonstration video (1h 30m)**

If required, edit the application demonstration video and upload to the group repository.

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