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| **STUDENT NAME** | Tom Gibbs, S184605 |
| **PROJECT NAME** | DMC: “The R34 Adventure” |
| What do you think went well on the project? | Since the team’s initial meeting I was impressed with the team’s level of collaboration. All members were motivated to find an external client and begin work ahead of the third year.  From the first meeting with the client each member was respectful of one another’s input, was not afraid to adapt their own ideas in response to constructive criticism and built on ideas as a team.  Communication and presentations to client were kept appropriately formal. Care was taken to make out intentions clear to the client and be as transparent as possible.  Frequent meetings with the client at the start of the project was a great benefit to understanding their needs and agreeing a design before beginning development so no time would be wasted. The team was able to negotiate a brief with the client and agreed realistic deadlines for completion of elements of the project and were able to provide reasoning to negotiate a realistically achievable project scope, for the module.  Team produced and presented design documents to the client which made discussion of what was expected clear to all parties and assisted greatly when discussing what the client wanted and expected in terms of final project and time to complete.  Team was able to explain the limits of their commitments to the client (agreeing to complete the entirety of the project outside the DMC module).  Team was able to continue frequent presentations throughout development and was successful in using the client’s feedback to update the applications functionality.  Team were able to successfully assess their capabilities, delivering the features promised by the Christmas deadline.  Team were able to confirm predicted availabilities, giving the team a confident idea of when meetings could be help and work completed.  Team were able to demonstrate level of commitment to client by travelling to museums/independently arranging meetings with historians (using client’s advice) very early on in the project.  Team were able to demonstrate thorough research to client during project which the client considers the most fundamental element of the project.  Collaboration was aided by frequent communication.  Team were in near-constant communication from inception of the project to the final submission. Primarily through in-person meetings, frequent in-person discussion outside of meetings and via discord messages when the first two were not possible.  Completing work within jams whenever possible helped team to understand each other’s positions and efficiently complete work.  All team members arrived for all scheduled meetings and jams, contributing work reliably. Any absence that did occur was made clear to the team ahead of meetings so there was never any confusion.  Team worked well, sharing workloads and reassigning tasks to meet client deadlines if the need arose.  Once a functional version was completed, team began stress-testing on a variety of devices to confirm suitable for public use. Team also conducted playtesting of functionality.  In my opinion the best element of the project was the close communication with the client which proved to be especially important at the start of the project.  Taking time to ensure both parties understood what the project required through meetings and subsequent use of design documents as a basis for discussion prevented fundamental redesigns throughout the project and prevented client disappointment or confusion. |
| What do you think needed improvement on the project? | Use of version control software. Team have learned that a single product should be used (not Git AND UnityCollab).  While the team were able to respond well to time lost because of merge conflicts, the eventual outcome was only one member being able to edit the main build at a time. It would have been vastly more efficient to avoid the issue.  It was not possible for the team to playtest the project with the target demographic during development. Playtesting was done to test robustness of applications functions, though the team could not be fully confident that any testers opinion regarding design would apply to the applications design. Playtesting with the demographic would obviously have helped to inform the design, choices made. Instead the team had to rely purely on the client’s feedback regarding the applications design.  While the team was able to hold frequent studio-jams throughout the project, a lot of work had to be completed independently because of other commitments. Studio-jams have proven to make a team’s work much more efficient and it would have been of benefit to have held more jam sessions if it had been possible.  While communication was thorough and frequent this did lead to a few instances of brief conversations not being included within the groups records, although any significant points were appended to formal meeting minutes.    Team were occasionally guilty of inaccurate JIRA updates, where work would be completed, and team members would not remember update JIRA in real time.  Thankfully team communication was almost constant so there were no negative issues, though this practice did risk results including merge conflicts, confusion over current functionality and incorrect implementation of related functions. |
| What do you think of your own contribution to the project? | Very strong.  I was fundamental in all client communications: in all presentations, responsible for all client correspondence, provided voice-overs for all demonstrations sent to client when presentations were less appropriate.  For the entire project I was responsible for managing group direction, populating JIRA and completing meeting minutes (ensuring all members understood tasks and the team shared anticipated outcomes).  After agreeing content with the team, I produced all versions of application design document and project timeline.  Involved in all communication/discussion with external artists, agreeing assets needed, asset specifications and deadlines.  Liaised with newspaper journalist when client put the team in contact with the paper.  Was involved at all stages of application design/redesign.  Responsible for research and population of information within the application.  Produced much of the application functionality.  Produced equal share of AR events.  Regular communication with other team members. To ensure shared understanding of work. |
| **OVERVIEW** |  |
| **Thinking about the project you have worked on this year, what are the important lessons that you will take away from the experience for your next group project?** | The importance of thorough and specific discussion with the client at the start of the project (initial design phase).  Negotiating content with the client, understanding their needs and explaining our position to make their expectations more appropriate helped hugely with development. It is the first project I have worked on that did not require a fundamental overhaul at some point during the project and I believe it was because of the care taken over the initial phase.  Regular and continuous client correspondence  Required to ensure that project is still a fit for the client and their potential changing wants/needs. In this project client had requested inclusion of features, that when completed and presented they decided that they were not of value and we should remove them.  Team must also remain aware that any critique from the client must be accepted and used to inform development.  Limiting scope of the project to realistically achievable amounts  It is necessary to explain capabilities/limitations of technologies as well as realistic timescales for completions of tasks. This will avoid future conflicts and prevent uneven expectations between client and developer.  The importance of studio-jams.  Ensuring that the development team share an understanding of what is expected from each task, where each member is in development and how each member works is crucial to working effectively and efficiently together.  Understanding each member’s experience, their strengths and weaknesses  Is of help when allocating work. Team member’s experience can also be used to inform project scope and project timelines.  Staying continuously aware of other members workloads  That maintaining a continuous awareness of others’ tasks is key to successful collaboration. Reduces likelihood of merge conflicts and understanding what the mutually expected outcome of tasks will be ensures that all work produced adheres to the same theme and function as intended. It is a weakness for only a specific member to be able to do a specific thing, all members must be able to pick up work when needed.  Inaccurate JIRA updates, have a negative impact and should not be allowed to occur. Be it embellishment of task quality/quantity interfering with later tasks or inaccurate logged hours meaning future tasks are estimated incorrectly.  Being made aware of anticipated group availability is also a great help when organizing workload and predicting whether other members are available to help compensate for other’s unavailability.  Setting up software appropriately to avoid merge conflicts  In an attempt to be more efficient, the team tried to use two different types of version control software. However, this lead to many merge conflicts, resulting in lost work and wasted time.  In future I will look to avoid overcomplicating workflow as the potential risks outweigh the potential benefits.  Accurate and regular documentation of development  Assists with internal understanding, ensuring development stays on track. Can be revisited to confirm (quality of) completed work.  Can be used as basis for discussion with client and is of great assistance in producing client presentations.  Reserving time at end of development for polish  In this product the final weeks focused on testing, polish and preparation for the client presentation.  As a result, many unknown bugs were identified and fixed and the application is far more robust and quality improved as a result.  The team were fortunate to be able to bring in external art producers. In future it would be beneficial to have a team with more balance across varied disciplines. |

**Tom Gibbs, S184605 – assets produced:**

Unity script functionality:

* CameraFollow.cs
* CollectionScreenMascot.cs
* FadeMaterial.cs
* InformationScreen3dModels.cs
* ObjectTouchRotate.cs
* PropellerRotate.cs
* SnapScrolling.cs
* ZeroRotationOnEnable.cs

AR Event scenes:

* Gondola event + animations, particle systems
* Major event + animations, particle systems
* Homecoming event + animation, particle systems
* Secondary camera and render texture behavior used to render interactable models in information screens

Research:

* Majority of research into R34, all module research tasks
* Formatting and population of research into application
* Formatting and population of mascot content into application
* Formatting and editing of all images in application

Design:

* Design of application content and layout of each screen
* All design documents, timelines

All client communication, all presentations, all meeting minutes, all JIRA population, all communication with local paper, development plan and project timeline.