TEAM 9 MEETING MINUTES

Meeting Details

Team Name:	Team 9
Meeting Date:	7th August 2021
Time:	10:00 PM - 11:00 PM
Venue:	Discord Conference Call
Attendees:	Issac, Matthew, Rodney, Josh, Dhruv, Dennis
Absent Members	None
Minutes Taker:	Matthew

Agenda Details

Tasks	Sub-tasks
Reports	• Reflection of Client Meeting
Discussions/ Clarifications	• Strength / Weaknesses relating to the project • Opportunities / Threats relating to the project • Hours to dedicate to project • Assigning Roles
Next Meeting	• Re-asses and add tasks and Roles • Expand/adjust scope • Re-asses opportunities and threats

Meeting Minutes

Isaac starting presentation with the agenda for meeting one.
- Reflection of Client Meeting
    - Isaac and Matthew found interesting and different time of
    - Issac good with physics
- Strength / Weaknesses relating to the project
    - Isaac physics
    - Matthew visual aspects done to high standard
    - Rodney thinks visuals at a high level would be good
    - Rodney physics and done some research, unity experience (running smoothly in 3D environment)
    - Dhruv, done threading and uses GitHub so can handle those issues (potential GitMaster)
    - Collisions potential threat and weakness (Rodney experience with collisions)
    - Dennis, decent programmer and has high school level physics and doesn't mind learning some more
    - Josh, has level 1 Chem and physics

- Hours to dedicate to project discussed - Isaac

- Assigning Roles
    - Can not assign roles yet until we understand the project more in depth
- Weekly Meetings set - Isaac
    - Set Wednesday morning as weekly meeting in conference room at UWA 10AM
- Sprint 1 roles assigned - Issac

Role	Name
Team manager/project controller	Issac
Minute taker	Matthew
Client, Mentor auditor liaison manager	Josh
File/document manager	Dhruv
Quality and assurance	Dennis
Project Administrator	Rodney

- Research
    - GitHub plugin with unity
    - Vector field checking

Action Plan

		Name
To Do	- Familiarise with C# and Unity - Familiarise with relevant physics - Explore different frameworks (such as data structures) - Formalise meeting schedule	All