**GROUP PROJECT, GROUP 3**

**DATE: 8 January 2019**

TIME: **14:00 – 18:40**

**18:40 – 19:45 (break)**

**19:45 – 10:00**

**ATTENDEES** Tom Gibbs, Henry Crofts

**LOCATION:** DISCORD VOICE CALL

**Minute Taker: Tom Gibbs**

**Overall aims of the current sprint *(Detailed tasks, user stories and time allocations are tracked on JIRA)***

* As a team, review the projects status
* Ensure a shared understanding still exists between team members
* Confirm group priorities and steps to MVP

**Meeting minutes:**

Both present. Studio-jam.

Team arranged voice call to discuss status of project, review project priorities and assess team member availability for the remainder of the Christmas period (as both members have made the team aware of changes since the Christmas availability spreadsheet was produced).

Because of a continuing lack of availability, team will operate on reduced hours this week.

Team began by discussing availability for Christmas. Christmas availability spreadsheet was updated accordingly. Team identified definite days when both team members are currently available and reserved these for group meetings.

Because of continuing fluid plans, it is likely team will continue to operate on reduced hour sprints until semester 2 formally begins.

Team then reviewed the projects status. Team have not actively contributed work to the project for approximately 2 weeks over Christmas/New Year’s so wanted to ensure a mutual understanding is still shared.

After discussing the project, it was apparent that the team’s top priorities are unchanged from the most recent meeting prior to the Christmas break:

* Produce a single game scene with current versions of all game assets/functionality
* Produce tutorial level which will introduce the games main mechanics within a single round of play
* Consider designs for ‘loading screens’ which will provide further visuals to aid in the players understanding of the game
* Reproduction of some game functionality which both team members believe can be polished further (not immediately necessary but team believe making changes soon will be of help later in development):
  + GameManager.cs
  + WaterManager.cs

Team then moved onto reviewing the development plan. Team agree that the development plan remains accurate to the vision of the project.

Potential changes would be design changes made to interactions regarding cannon loading and bird mess (which were briefly designed following advice from Dave and Rob is respective meetings during semester 1). These will be implemented depending on player interactions with the game during playtesting.

Finally, the team moved onto updating the project risk assessment.

Team were pleased to see several game elements be reduced from high to medium and several from medium to low.

However, team added ‘tutorial production’ to the assessment which had not been included at its creation, marking it as a significantly high risk.

Team are aware of the importance of a high-quality tutorial and introduction to the game.

Team confirmed availability for and arranged for the next team meeting to be held on 14/1/19 at a time to be specified closer to the date.

Meeting ended.

***Detailed tasks, task descriptions, user stories and time allocations are tracked on JIRA.***

**Tasks for the current week:**

**Tom (5 hours 15 minutes):**

* **As part of a studio-jam, discuss the projects status so priorities can be confirmed (3h)**

Together, team will need to discuss the project. Confirming work that has been completed throughout the project and whether it meets the standard expected.

Team must ensure that both members share an understanding of the current functionality, planned functionality and the potential design changes that the team have already begun planning should the first-phase of playtesting yield negative feedback.

* **As part of a studio-jam, revisit development plan and amend if necessary (1h)**

Together, team must review the development plan to ensure that the project design is still true to the agreed document. The project/document must be updated if necessary.

* **As part of a studio-jam, revisit risk assessment and amend if necessary (1h)**

Together, team must review the risk assessment spreadsheet to ensure that the project risks ratings are still accurate. The document must be updated if necessary.

* **As part of a studio-jam, revisit Christmas availability spreadsheet and amend if necessary (15m)**

Together, team must review their availability for the Christmas period. The Christmas Availability Spreadsheet must be updated to reflect most recent team member commitments.

**Henry (5 hours 15 minutes):**

* **As part of a studio-jam, discuss the projects status so priorities can be confirmed (3h)**

Together, team will need to discuss the project. Confirming work that has been completed throughout the project and whether it meets the standard expected.

Team must ensure that both members share an understanding of the current functionality, planned functionality and the potential design changes that the team have already begun planning should the first-phase of playtesting yield negative feedback.

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Together, team must review the risk assessment spreadsheet to ensure that the project risks ratings are still accurate. The document must be updated if necessary.

* **As part of a studio-jam, revisit Christmas availability spreadsheet and amend if necessary (15m)**

Together, team must review their availability for the Christmas period. The Christmas Availability Spreadsheet must be updated to reflect most recent team member commitments.