**GROUP PROJECT, GROUP 3**

**DATE: 4 February 2019**

TIME: **11:45 – 13:30**

**ATTENDEES** Tom Gibbs, Henry Crofts

**LOCATION:** *COMMON ROOM*

**Minute Taker: Tom Gibbs**

**Item One: Postmortem of previous week**

**What went well**

Team were able to adapt to new issues as the sprint developed, renegotiating allocated tasks and task times. Team were able to resolve previously unknown issues together by holding game jams.

Team notice that productivity and efficiency remain high by completing as much work as is possible within multiple game jams.

Although team acknowledge that at least one more week of development is needed before work on the tutorial level can be started officially, through discussion within jams the team have identified methods of making its production more efficient (primarily watching GDC talks on tutorial code triggers and reusable code templates). On completion team anticipate a more polished tutorial than had been previously designed.

**What went badly**

Team were not able to complete all sprint aims due to necessary rework of interaction between existing mechanics and UI display following the amendments made to viewing angles and manager script functionalities.

Although over 12 hours work was contributed per person and the team agreed and carried out revised tasks to be completed, with associated expected completion times, the team found some difficulty in representing the changes with complete clarity within JIRA (without affecting the burn-down-chart and other statistics) – team are aware that without consulting previous meeting minutes this may appear confusing to investors.

**How the next sprint can be improved**

Though unavoidable in the previous sprint, team should aim to minimise the potential of task amendments during the sprint. Team will continue to assign time to ‘reserve tasks’ which can be reallocated during the sprint once top priority issues have been addressed, or so time can be used transparently to solve any developing tasks.

Continue to negotiate tasks and times as a team to best identify appropriate assigned estimates.

Continue to be forward looking in implementation of all assets/code structure, to avoid or reduce magnitude of future reworks.

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

* Work towards final functionality of game manager
* Work towards final functionality of water level manager
* Work towards final functionality of UI manager
* Begin work/design of tutorial level

**Meeting minutes:**

Both members present.

Team reviewed progress. Because the closing sprint was spent primarily adapting set tasks to allow existing functionality of the game managers to be reimplemented – as well as suitable action between updated behaviours - the teams overall position remains unchanged, so it is unnecessary to comb and reassess the JIRA backlog.

Team reviewed specific completed work from the closing sprint.

The behaviours of the seagull an enemy attack have been updated to a satisfactory standard, though the team are aware of improvements that can be made if development time remains.

The team agree that now the functionality has been updated to allow for the revised managers, finalising the managers to achieve a playable level is the most urgent priority.

The team’s primary objectives remain as per the previous sprint.

Team believe that completion of a playable level is achievable within this sprint. Team have clarified availability of members and have arranged studio-jams for the sprint which will be held on Wednesday 6th, Thursday 7th and if necessary a further short jam on Friday 8th.

Team have defined highest priority tasks as completion and testing of the game managers. These tasks will be definitively added to JIRA.

Remaining sprint hours will be added to the current sprint within a ‘reserved time’ task which will be used to test and updated subsequent functionality once manager tasks are completed.

This will be done to ensure the JIRA board is clear to investors and attempt to avoid any potential confusion (as may have occurred in the previous sprint due to active tasks requiring amendment as priorities changed).

Next jam scheduled for Wednesday 06/02/2019 @ 11:00.

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

**Tasks for the current week:**

**Tom (12 Hours):**

* **To be completed as part of studio jam, Ensure Event Manager Works Correctly (2h)**

Ensure that the event manager handles the Dictionary correctly holding which events are currently active and removing them correctly from the Dictionary.

* **To be completed as part of studio jam, Ensure Water Level Manager Works Correctly (2h)**

Team should work together to ensure that the water level manager works correctly ending the level when the water level is too high, also raising and lowering the water as required.

* **To be completed as part of studio jam, Ensure UI Manager Works Correctly (2h)**

As a team check that the UI manager works correctly showing the correct events. Spend time fixing any issues with linking into the event manager.

* **To be completed as part of studio jam, give each activity a duration property (30m)**

Team members must work together to ensure a shared understanding for the remainder of development.

Completed task should associate a time with completion of each hazard/task. This should be visually represented by the active players UI indicator. All variables must be exposed in the unity editor for rapid future amendments.

* **Reserved task time, will be split task to be allocated during sprint (5h 30m)**

Task to be subdivided into specific tasks once highest priority tasks have been completed.

Team believe manager tasks may overrun anticipated assigned times. All remaining time will be used to address remaining priority issues.

**Henry (12 Hours):**

* **To be completed as part of studio jam, Ensure Event Manager Works Correctly (2h)**

Ensure that the event manager handles the Dictionary correctly holding which events are currently active and removing them correctly from the Dictionary.

* **To be completed as part of studio jam, Ensure Water Level Manager Works Correctly (2h)**

Team should work together to ensure that the water level manager works correctly ending the level when the water level is too high, also raising and lowering the water as required.

* **To be completed as part of studio jam, Ensure UI Manager Works Correctly (2h)**

As a team check that the UI manager works correctly showing the correct events. Spend time fixing any issues with linking into the event manager.

* **To be completed as part of studio jam, give each activity a duration property (30m)**

Team members must work together to ensure a shared understanding for the remainder of development.

Completed task should associate a time with completion of each hazard/task. This should be visually represented by the active players UI indicator. All variables must be exposed in the unity editor for rapid future amendments.

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***Explanation of Task Split on JIRA.***

1. Select the group project from the dropdown menu.
2. Once the project is selected proceed to the backlog where you can see the current sprint and all issues in the backlog.
3. Right click on the issue that has been assigned for contingency in this case the task L6G3–260 and L6G3–261 both named *“To be completed as part of a studio jam, depending on the situation of the project once all other tasks have been completed. As a team assign new tasks and split this task up accordingly”*
4. From the dropdown menu that appears, select “*split issue”* this will then present you with another menu where you can change the task into other tasks without adjusting the scope of the sprint. (provided the number of hours remains the same).

