**MEETING MINUTES: SUMO DIGITAL GROUP PROJECT**

Date of Meeting: 20th March 2019

Time of Meeting: 12:00

Attendees: Rhys, William, Serban and Jamie all attended. Serban was ill half way through the meeting and ended up going home

Apologies from: N/A

**Item One: Postmortem of previous week**

What went well: Last week we created 2 levels for the game and added them to the Unity Project. The game is starting to shape up well. We have a working game loop, menus added, 2 levels & a end screen for both of those levels.

What went badly: I was really hoping by this week we will have a game that can be playtested but unfortunately the levels that I wanted done were not completed so they will have to be done for next week. William has not done any level design at home but instead uses the game jam time to make levels because he is only doing level design in the lessons and not his free time, it has delayed the rest of his tasks and now he is behind schedule by 1 week.

Feedback Received: N/A

Individual work completed:

**Rhys** – 1st task for Rhys was to add tutorials to the tutorial level that I created. As the player sends the character platform to platform, there needs to be a tutorial how to jump and a tutorial to get pickups. In last weeks minutes, I set Rhys some tasks to research into but forgot to put them on Jira & in the minutes. Rhys also looked into adding a levelling system to the game, Rhys believed he could add a levelling system but wasn’t sure if it would benefit the player, so he looked into this for research. Rhys also had to do some bug fixing with the character slowly hovering up.

**Wil**l – 1st task for Will was to put his level design from last week into Unity, this was the task that was failed the week before last week to no fault of his own, it was just general game engine problems but this was Will’s main task for the week. 2nd task for the week was to start designing the second level. This needed to be slightly harder than the first level but not too complicated that the player can’t complete it. These are long tasks to complete but these are tasks that needed to be completed.

**Serban** – 1st task for Serban was to put his level design from last week into Unity, this was the task that was failed last week to no fault of his own, it was just general game engine problems but this is Serban’s main task for the week. 2nd task for the week is to start designing the second level. This needs to be slightly harder than the first level but not too complicated that the player can’t complete it. These are long tasks to complete but these are tasks that need to be completed.

Both designers had the same task but they were working independently. I wanted them both to communicate with each other but work on 2 separate levels.

**Jamie** – 1st task was to write up minutes for the week and upload them to GitHub. The 2nd task was to set tasks on Jira for the members of the group. 3rd task was to overlook what the designers are doing with the level design; first year designers have not done the Level Design Module at Uni so I watched over them to guide them by using relevant theory. 4th task was to upload screenshot of the discord chat to GitHub.

Tasks for the current week:

Rhys – 1st task for Rhys is to attend the weekly meeting to see what stage the game is at. 2nd task for Rhys is to start bug fixing the game, there are quite a few bugs currently in the game like the character glitching through platforms, the trajectory line disappearing half way though the game & the character slowling hovering up after the character death. All of these should be fixed before next week. The 3rd task for Rhys this week is for him to add the levels to the game and start linking the menus to the levels. We need the level 1 button to be clicked by the player and level 1 to open, this is the same with level 2, 3 & 4. The 4th task for Rhys is to create a save game for the game. At first this wasn’t going to be added to the game but Rhys wanted to add a levelling system to the game and for him to do that he must add a save game. This last task will take some time so Rhys has a 3 hour task to do the save game.  
Will - 1st task for Will is to attend the weekly meeting to see what stage the game is at. 2nd task for Will is to go back over the levels he has attended and get them approved to be added to the Game Project. When the level has been approved, the 3rd task for Will is to add the level to the Game Project. The 4th task for Will is to start designing some concept art for the buttons in the menu section for the game. The 5th and final task for Will is to look back at the background art and come up with some new and different ideas for the background.  
Serban - 1st task for Serban is to attend the weekly meeting to see what stage the game is at. 2nd task for Serban is to go back over the levels he has attended and get them approved to be added to the Game Project. When the level has been approved, the 3rd task for Serban is to add the level to the Game Project. The 4th task for Serban is to start designing some concept art for the buttons in the menu section for the game. The 5th and final task for Serban is to look back at the background art and come up with some new and different ideas for the background.  
Jamie – 1st task for myself is to do a 1-hour meeting telling my group what we will be working on today, what the aim is for the week and what didn’t go to plan last week. 2nd task is to write up on Jira what each person in my group has to do for the week. 3rd task for the week is to write up the meeting minutes and upload them to GitHub. 4th task of the week is to upload screenshot of the discord to GitHub so the conversation on GitHub is up to date. Final task fro the week is to help the designers with their level design. As the only one with experience in level design, I need to guide my group to making good level.

Item 3: All group leaders today had a meeting with Rob to see the hours logged. After the meeting I came to realise that group members William & Serban both have been exaggerating the time taken to do tasks. They saw it as a bad thing if they had a 1 hour task and it took them 50 minutes so they would take 10-15 minutes off per task. Also from now on, I will write Jira tasks out for meetings, Jira tasks, meeting minutes write up, screenshots of Discord. These are all tasks that haven’t been tracked in previous weeks.

Meeting Ended: 13:00

Minute Taker: Jamie Owers