**MEETING MINUTES: SUMO DIGITAL GROUP PROJECT – Group 4**

**Date of Meeting:** 6/3/2019

**Time of Meeting:** 12:45pm

**Attendees:** Alex Turnbull, Gergana Draganova, Callum Banyard

**Apologies from:**

**Postmortem of previous week**

The main focus of this week was to focus on creating all of the various aspects and getting sorted for the presentation on the 6th of March. Everyone did their part and we are able to have the game in a good alpha state – it featured all of the main mechanics in place as well as a full demonstration level was made and implemented.

This week we had an extra meeting and met up prior to the presentation on the afternoon of 5th at 3:30pm. Every group member attended and the purpose of the meeting was as a group to finalise the presentation: including the slides and content, who was saying what – just getting everything ready and ensuring everyone was as comfortable and prepared as can be for the presentation.

All group members we’re very proactive and got on with work well, always asking for feedback from others in order to get it to the best standard. Communication was fantastic all round and all work uploaded as soon as it was completed.

On the morning prior to this meeting we performed our presentation to the lectures. Everyone did a great job and participated to a great amount of it. We are all in agreement and are happy with the feedback that was given to us – the main feedback includes just being a bit clearer with the explanation of the game and making sure we have slides on everything that we mention (story) in order to help understanding of the product without too much questioning. We will ensure to keep note of this feedback and improve on it in our next presentation.

Individual work completed:

Alex – All tasks completed  
Gergana – All tasks completed  
Callum – All but single task complete, working on it next sprint (story detail)

**Overall Aim of the current weeks sprint**

* Create more levels and assets for the game
* Refinement of the game and start transitioning out of the prototype stage
* Developing more detail in terms of story and character
* Plan out the future for the rest of the production time including starting to produce a backlog to help vision the upcoming weeks and stick to a suitable scope

**Tasks for the current week:**

Alex’s Tasks:

* Refine throwing mechanics (1h 30m)
* Looking into create door physics/control (1h 30m)
* Look at creating/implementing a moving texture within the ball (2h)
* Start working on project backlog (1h)

Gergana’s Tasks:

* Create “Toilets” level (2h)
* Create “Ball Court” level (2h)
* Look into creating outline for models textures (2h)

Callum’s Tasks:

* Finding sounds for items for the current levels (1h 30m)
* Story Development: input the details into the story from the base skeleton (1h 30m)
* Create dialog lines for the character, based on actions that happen in the environment (3h)

\*As from this week on, Danielle is no longer going to be considered as part of the group due to lack of communication and not taking part in Wednesday meetings.

Meeting Ended: 1:10pm

Minute Taker: Alex Turnbull