# MEETING MINUTES: SUMO DIGITAL GROUP PROJECT

**Date of Meeting : 6th May 2019**

**Time of Meeting : 11.00am – 12.05pm**

Attendees:- Fraser King, Mihai Giurea, Harry Wadman, Mircea Lazar

Apologies from:- N/A

## Item One – Purpose of Meeting

The purpose of this meeting was to act as a ‘de-brief’ for the prior 12 weeks of development and to evaluate all merits of the project as a whole. Group members came together to dissect and analyse the successes and issues of the project’s development before finalising all individual post-mortems and submitting the final build to itch.io. The group concluded that overall they are very happy with how development has taken shape over the semester and are pleased with the state of the project.

The group also discussed the remaining ‘backlog’ tasks that require competition before the project can be submitted. This has been summated in the table below.

|  |  |
| --- | --- |
| **Task/Issue** | **Proposed/Enacted Solution** |
| * Updated Hours (unlogged time from early in development, resulting in heavily inaccurate JIRA time logs) | * Aggregating JIRA time with pre-sprint 7 meeting time, lecture time etc… (issue was highlighted and fixed from sprint 8 onwards, see ***20.03 Meeting Minutes***) * Final time to be calculated for each team member and placed in final set of meeting minutes on Wednesday 8th May |
| * Integration of Exploding Barrels | * In response to Joe Kinglake’s Feedback from last week (see ***01.05 Meeting Minutes***), Harry programmed and implemented exploding barrels into the group’s project – these barrels need to be individually added to each room prefab * All barrels to be added to room prefabs immediately after 06.05 meeting |
| * Identification of bugs in latest build | * Using remaining allocated sprint time to fix as many identified bugs as possible * Clearly logging un-fixed bugs in final meeting minutes on Wednesday 8th May |
| * Final Playtesting Feedback | * Finishing all playtesting JIRA tasks by Wednesday 8th May and aggregating new data with existing playtesting data * Clearly logging playtesting findings in final meeting minutes on Wednesday 8th May |
| * Building Final Unity Project | * Build to be fully locked in by Wednesday 8th May AM to allow for final build to be built and submitted Wednesday 8th May PM |
| * Uploading a YouTube Walkthrough for Reference in Itch.io Page | * Playtesting Video to be Recorded and Uploaded by Wednesday 8th May AM |

## Item Two – Scheduling of Final Meeting

The group has decided to schedule a final meeting, as alluded above, on Wednesday 8th May when the project as a whole has been completed. This will allow for the aggregation of all administrative tasks (final calculated hours, final playtesting feedback and responses etc…) in one final document.

Lastly, the group were also reminded of the Friday deadline to submit their individual project post-mortems. The template document provided by Rob Kurta on Brightspace for this has been uploaded to the group’s repository for convenience.

**Meeting Ended :- 12.05pm**

**Minute Taker:- Fraser King**