Weekly Agenda

Agenda – Week 1 (6th Feb)
- Decide on the project.
- Decide on the project lead.
- One member to take meeting notes.
- Will we use Trello/GitHub?
    - No need if we are not coding.
- Will we code or just use Figma?
- Tasks:
    - Research similar apps relevant to the chosen project.
    - Case study on a similar app.
    - Project plan.

Agenda – Week 2 (13th Feb)
- One member to take meeting notes.
- Discuss research and case study info found.
- Tasks:
    - Research a website/application like your chosen entertainment event sub-application.
    - Design a basic dashboard for the 'complete' entertainment event application.
    - Design a basic website/app for your chosen sub-application (pencil drawing is sufficient) and explain the basic logic of the app (how it works) and what features are included.
    - Complete Interim Report.

Agenda – Week 3 (20th Feb)
- One member to take meeting notes.
- Final discussion on chosen event sub-application.
- Present mock/wireframe designs for the application.
- Discuss and decide on a name and theme (colours, fonts, etc.) for the application.
- Tasks:
    - Finalise mock/wireframe designs based on discussion.
    - Complete Interim Report Assignment - DUE **24th FEBRUARY 2023 (2pm)**.

Agenda – Week 4 (27th Feb)
- One member to take meeting notes.
- Final discussion on colour themes and fonts.
- Tasks:
    - Complete 'shell' design within Figma.

Agenda – Week 5 (6th March)
- One member to take meeting notes.
- Each team member to present their 'shell' design.
- Group discussion, outlining how each team members design can be combined into one final 'shell' design.

Author: Nicholas Packham

- Assigning each team member 'common' application screens to do design in Figma.
- Final discussion on chosen event sub-application.
- Present mock/wireframe designs for the application.
- Discuss and decide on a name and theme (colours, fonts, etc.) for the application.
- Tasks:
    - The final 'shell' to be designed by one team member in Figma.
    - Creation of all assigned screens in Figma.

Agenda – Week 6 (14th Mar)
- One member to take meeting notes.
- Each member to present all completed assigned screen designs.
- Tasks:
    - Complete Figma prototype for the final presentation.
    - Complete final assignment.

Agenda – Week 7 & 8 (20th March – 31st March)
- Use the WhatsApp group to raise any concerns, no more meetings, unless required. Working on the final report and presentation.
- Final Assignment - DUE **31st MARCH 2023 (2pm)**.

Author: Nicholas Packham