Team Log

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# Notes

**Purpose**

This log documents the decisions of the team, including discussions held at team meetings to justify our actions.

It is a record of how we will go about achieving the goals we set for ourselves, and is not intended to keep track of development work, or requirements. We will be using Trello for this purpose.

**Trello**

Our Trello board, ‘Group Project’ is at: <https://trello.com/b/iKQ7nUUf>. From 26 October all team actions are recorded here.

**Attendance**

All team members present at all meetings unless stated otherwise.

**Maintenance of Team Log**

Emily to maintain team log as a record of team decisions and conversations. This will be a point of reference for the team regarding actions taken, mentoring opportunities and team reflections. It provides visibility of each team member’s contribution towards the goal.

# Meetings

## MONDAY 2 OCTOBER

**Discussion Points**

Game Ideas

* There was a round table discussion to gather initial ideas for a board game. Main ideas discussed were, ‘Finders Keepers,’ ‘Parking Ticket,’ ‘Atmosfear,’ ‘Medieval Risk,’ ‘Buccaneers,’ MouseTrap,’ ‘Carrom’ and ‘Monopoly.’
* Each team member will work on a paper prototype of the game, and the team will play each game to determine which is the most fun.

Roles and Responsibilities

* A list of the main responsibilities that need to be taken on by team members was drafted.
* The list was divided into five main areas, giving distinct team roles.
* Every member of the team will have input into both the programming and creative elements of the project, along with individual oversight of the following specific responsibilities:

|  |  |  |
| --- | --- | --- |
| **Role** | **Outline** | **Team Member** |
| Marketing and Design Lead | Branding, marketing, visual design and events. | Billy |
| Project Manager | Identify key project milestones, produce project plan and adapt plan as project progresses. | Sanobar |
| Technical Lead | Ensure effective technical implementation and good software design. | Dom |
| QA & UX Lead | Plan unit testing, user testing and ensure high-quality user experience. | Nip |
| Team Leader | Organisation and planning of team tasks, ensuring milestones are met and organising team submissions. | Em |

Teams

* There will be two sub-teams – technical and creative.
* Technical team: Dom and Em.
* Creative team: Billy and Sanobar.
* Nip will sit between the two, ensuring that when creative decisions are made, they are realistic, and are implemented effectively by the technical team.
* There will inevitably be a need at times for team members to be flexible across both teams.
* Emily will set up a Trello board to manage which team or team members are working on which task.

**Actions**

|  |  |  |
| --- | --- | --- |
| **Action** | **Due Date** | **Team Member** |
| Complete prototype board games | 5 October 2017 | All |

## THURSDAY 5 OCTOBER

**Action Review**

* Three prototype board games were produced:
  + Dominic – Atmosfear
  + Emily – Pirates/Buccaneers
  + Billy – Parking WARdens

**Prototypes and board game decision**

* Three prototype board games were played. All games received really good feedback from the rest of the team, and the consensus was that all three games were fun and that the team would be happy to work on any of them.
* An anonymous vote was taken and it was agreed that the game of Atmosfear would be the one the team would take forward, but with a pirate theme, to make it different from the original.
* The name for the game will be Blackbeard’s Treasure: The Haunted Island.

**Video Pitch**

* As Marketing and Design Lead, Billy will write the script for the pitch
* The theme will be a “Pirate News” bulletin reporting on a recent sighting of the ghost of Blackbeard.

**Actions**

|  |  |  |
| --- | --- | --- |
| **Action** | **Due Date** | **Team Member** |
| Write script ready for video pitch filming on Monday | 9 October 2017 | Billy |

## MONDAY 9 OCTOBER

**Action Review**

* Billy completed the script for video pitch, ready for filming today

**Video Pitch**

* Pitch filmed – acted by Sanobar, Dom, Nip and Emily. Directed by Billy.
* Agreed to add on to the end of the advert a brief description of the game with details about USP.

**Actions**

|  |  |  |
| --- | --- | --- |
| **Action** | **Due Date** | **Team Member** |
| Billy to edit film ready for review by rest of team | 10 October 2017 | Billy |

## TUESDAY 10 OCTOBER

**Action Review**

* Billy completed the edit of video

**Video Pitch**

* Pitch reviewed by team. A couple of minor changes agreed on.

**Actions**

|  |  |  |
| --- | --- | --- |
| **Action** | **Due Date** | **Team Member** |
| Billy to incorporate changes to pitch and submit on behalf of the team. | 11 October 2017 | Billy |

## MONDAY 16 OCTOBER

**Action Review**

* Billy submitted video on behalf of team on time.

**Discussion Points**

General

* Two submissions due on 8 November – ‘The Hack’ and ‘Project Plan.’
* Based on meeting with Lilit (12 October) re: feedback on our first individual submissions – it seems there was room for improvement. Agreed a helpful solution for future submissions (particularly ones on behalf of the whole team, would be a more robust reviewing process). Emily to investigate and consider best way for this to work.

Project Plan

* Sanobar (Project Planner) will lead on the production of the project plan, with input from other members of the team if required for support – Sanobar to start this work, and let team know if she needs input.
* Plan will be reviewed by Nip or Billy – who are taking the Software Project Management module, to use their expertise from this area to assure quality of the plan in terms of methodology.
* Emily will review the plan to ensure it’s realistic in terms of team resource and submission deadlines.
* A timeline to produce the plan was agreed:
  + Initial ideas and decision on project methodology by 19 October
  + First draft of plan by 23 October
  + Review period 23-27 October
  + Second draft and incorporation of comments 27 October to 3 November
  + Any further additions/amendments 3-6 November
  + Submission by 7 November

The Hack

* First draft of skeleton specification drafted today as a team
* Dom to finish drafting this up and present back on 19 October
* On 19 October, Emily and Dom will draft the interfaces and split up the coding work. This will primarily be done by the technical team.
* Nip and Billy as part of UX and Marketing will work on a brand logo and text view for the game by Monday ready for feedback from team.
* Logo to be incorporated into the screencast as part of presentation of working game.
* Text view to be discussed on 23 October to ensure it can be implemented and to consider next steps – either Billy and Nip to assist with coding if this is required, or start work on GUI.

**Actions**

|  |  |  |
| --- | --- | --- |
| **Action** | **Due Date** | **Team Member** |
| Consider merits of different project methodologies and propose best solution for our project (this will inform plan) | 19 October | Sanobar |
| First draft project plan | 23 October | Sanobar |
| Create template for reviewing documents | 19 October | Emily |
| Specification document first draft to be completed | 19 October | Dom |
| Interfaces written and allocation of code work | 23 October | Dom/Emily |
| First draft of logo completed | 23 October | Nip/Billy |
| First draft text view design for game to be completed | 23 October | Nip/Billy |

## THURSDAY 19 OCTOBER

**Action Review**

* Sanobar has researched different project methodologies and presented her findings to the group. She proposed an Agile approach as the best method for this project. The team discussed and agreed on Agile with certain elements of Scrum incorporated. Draft plan due for review on 23 October. ONGOING.
* Feedback template generated by Emily discussed and the team agreed to use as part of next document review. Consider changing the structure after first review if needed. CLOSED.
* Interfaces have been written for the code and the basic classes have been divided between Dom and Emily to write over the weekend. The specification still needs tidying up. ONGOING.
* Billy not available for meeting on Monday, so Nip will bring a basic board view to meeting on Monday with a view to finalising this by Thursday 26th. ONGOING.

**Discussion Points**

* During/after meeting with Lilit – the team took time to reflect on how they are performing as individuals and together. Agreed that the team is strong in terms of team roles, each member taking responsibility and attending all meetings. There are areas for improvement in terms of evaluating each other’s work and providing constructive opinions on how to improve.
* Although the team is very supportive, it would be helpful to document some of the areas in which team members have supported/mentored each other, which can be captured in this log, and also in individual member’s learning diary entries.

**Actions**

|  |  |  |
| --- | --- | --- |
| **Action** | **Due Date** | **Team Member** |
| First draft project plan | 23 October | Sanobar |
| Specification document to be expanded on | 23 October | Dom/Emily |
| First draft of logo completed | 23 October | Nip/Billy |
| First draft text view design for game to be completed | 23 October | Nip/Billy |
| Completed text view | 26 October | Nip/Billy |

## FRIDAY 20 OCTOBER

No formal meeting as a group.

**Group Activity**

* Team meet to work on project tasks collaboratively.
* Billy and Nip collaborating on board view and logo.
* Emily and Dom collaborating on coding.
* Sanobar working on draft of plan, with input from the rest of the team to help inform reasonable timescales.

## MONDAY 23 OCTOBER

**Attendance**

Nip and Billy not in attendance today.

**Action Review**

* Sanobar presented draft plan for initial feedback. ONGOING.
* Specification still not written – needs addressing urgently. ONGOING.
* Coding for basic game logic well underway.
* Billy and Nip not available to give their updates.

**Discussion Points**

Mentor Meeting: The Hack

* Meeting with Antonio on Friday 20 October was positive, feel like we are headed in the right direction.
* He suggested we need to look into the framework/library we will be using for our GUI, and gave some ideas for a starting point. We need to look into this as a team, to see which is the best to use. Dom volunteered to research LibGDX and Slick 2D so that we can make a decision as a team, as to which we will use going forward.
* Antonio has confirmed that a text view for The Hack is not necessary but would be perfectly acceptable. However, a very basic GUI view would also be acceptable. The team need to make a decision on whether to proceed with a text view as planned or to concentrate on GUI.
  + Text view: Generally, the team believes this will be easier to implement and could be done comfortably in time for The Hack deadline (8 Nov), but any work we do on this now will effectively be rendered useless once we start to implement a GUI.
  + GUI: None of the team have any experience implementing a GUI with Java. Any work we do on this now will benefit the project in the long run and can be built on going forward. However, learning to implement this, however basic, will take time and will mean that we are more stretched to meet the deadline for The Hack.
* The team will decide on the GUI vs. Text View at the Thursday meeting. Dom will run two mini tutorials on the frameworks (mentioned above) so that we can make an informed decision on this.
* Regardless of the outcome of this decision, it was agreed that work on the sprites for the GUI should start now, whether these are used in the Hack or not. Billy has started this and will continue to lead.
* Nip and Billy are working on the view of the board that will either be used in the text or GUI view, to be presented on Thursday.
* Nip is leading on producing a logo for the game which is required for the screencast for The Hack, so needs to be completed and ready to present on Thursday.

Project Plan

* Sanobar has made an excellent start on the plan, based on Agile methodology.
* It explains our rationale for choosing this methodology and will include how we intend to implement Scrum.
* The plan is fully referenced with information about Agile processes.
* The team need to input into this plan. The specification needs to be completed, as this will inform the initial product backlog.
* The team will need to agree Scrum/Agile roles e.g. Scrum Master, Team Member etc.
* Sanobar will present the plan to the team on Thursday, collate our input and feed into the plan. We can then begin the review process using Emily’s feedback template.

Specification

* Emily will look at the specification document and have the initial requirements drawn up by Thursday, and present this to the team for feedback.
* Sanobar proposed a team brainstorming session to add to the specification on Thursday, which Emily will document and add to specification.
* The specification may form part of an appendix to the project plan submission. This is to be confirmed after Thursday’s session.

Trello

* Trello is the tool we will use for managing the project and for an overview of who is doing what.
* We will use the ‘Group Project’ board for sprint planning.
* Emily has already set up the board but not everyone has joined Trello yet. This must be done by Thursday at the very latest to ensure everyone has oversight of team and individual tasks and their deadlines.

**Actions**

|  |  |  |
| --- | --- | --- |
| **Action** | **Due Date** | **Team Member** |
| Communicate actions and updates to team members not present at the meeting | 23 October | Emily |
| Present project plan after amendments on initial feedback received today. | 26 October | Sanobar |
| Specification document complete and presented to team | 26 October | Emily |
| Logo complete and ready to present to the team for feedback | 26 October | Nip |
| First draft game board to be completed and presented to team | 26 October | Nip/Billy |
| First draft basic sprites for GUI developed | 26 October | Billy |
| Tutorials on LibGDX and Slick 2D | 26 October | Dom |
| Join Trello! | 26 October | All |

## THURSDAY 26 OCTOBER

**Attendance**

Dom not in attendance today.

**Action Review**

* Communicate actions and updates to team members not present at the meeting. CLOSED.
* All team members that attended presented their work so far for review and agreement by the team. CLOSED.
* Unfortunately Dom was not able to give his tutorial on LibGDX and Slick 2D. ONGOING.
* Everyone joined Trello and added to the project board. CLOSED.

**Discussion Points**

Trello

* All specifics of project related tasks now detailed on Trello.
* This log will be used for capturing discussions and team reflections from now on.

Reading Week – Sprint (Wk 6)

* Next week is reading week and unfortunately, due to commitments with university or work the team will not be able to meet as a whole group during this time. However, it was agreed that work could continue in sub-teams during this sprint.
* Dom, Nip and Billy will work on implementing GUI. Emily and Sanobar will work on game logic and project plan.
* Billy will be mentoring Nip in the use of Gimp.
* Dom has tutorials prepared on LibGDX and Slick 2D which he will use to assist Billy and Nip with implementation of GUI.
* Sanobar has researched Scrum, and will share this knowledge with Emily to ensure that the Trello board and all associated actions are consistent with methodology.

Actions for software development now recorded on Trello.

## READING WEEK (30 OCTOBER – 3 NOVEMBER)

As agreed on 26 October there is no official full team meeting this week. However, work has continued in sub-teams with all tasks being recorded on Trello.

**Update from Sanobar and Emily**

* Met up on Monday to do some pair programming for the game logic – this was very productive and useful to work on the code together.
* We went through the project plan document – Emily had researched team roles (behavioural and functional) and Sanobar had further researched Agile methodology. This was then collated into a single document to be tidied up at home and sent to Billy for review.
* Emily and Sanobar reviewed each other’s half of the project plan to ensure consistency and also to provide constructive comments.
* Emily and Sanobar kept in touch daily and sent each other various improvements and iterations of the project plan for continual improvement.
* The unit tests for the game’s main classes were split between Emily and Sanobar, and these have been written independently with a code review completed on each other’s work.
* Both Emily and Sanobar updated Trello and sent update messages to the rest of the group to let them know how work was progressing and if they needed any input from any other team members to complete the tasks – for example, Emily sent round a summary of the team roles allocation that we discussed in the workshop, and Sanobar sent round the commentary accompanying the Project Plan.

**Update from Dom, Nip and Billy**

Billy, Dominic and Nipun split the work respectively in terms of what we have had to achieve this week. We all stuck with what we were strongest at, below is a description of what we did:

* Billy:
  + Worked on the background of the GUI this included:
    - The islands
    - The water
    - And the characters boats
* Dominic:
  + Worked on the map of the game
  + Game framework
  + Has created a read me file for the code project which details the libraries we are using and a host of useful links for any team members that haven’t used these before.
* Nipun:
  + Worked on the other half of the GUI for the game this included:
    - The dice faces
    - The items
      * THE RUM
      * THE PARROT
      * THE HAT
      * THE SWORD
* We helped each other to separate out the design work, by Nipun and Billy having a discussion on what section will be done by who in order to make the work load even.
* We helped each other by using Trello in order to know what work needs to be done by when. This was most useful as Sanobar and Emily frequently updated Trello to notify everyone when deadlines were.
* As Nipun was doing some of the design work alongside Billy, he occasionally asked other members in the group for their opinions on the sprites and logo, in which was tasked to him, this helped a lot in order to improve the work in which he was doing.

## MONDAY 6 NOVEMBER

**Review of Work**

Everyone presented the work they had completed last week to the rest of the team. These tasks were marked complete on Trello Week 6.

**Discussion Points**

Project Plan

* Sanobar and Emily presented the full project plan document to the rest of the team for final review and agreement before submitting:
  + Emily worked on the team roles and the milestones/deadlines.
  + Sanobar completed the weekly plan and the commentary.
  + Billy reviewed all of the plan in detail.
* Everyone agreed on team roles, and the proposed plan for the coming weeks.
* There are a few last details to change, and then Sanobar will upload on behalf of the team.

The Hack

* Emily and Sanobar had an all day pair-programming session during reading week.
* Emily continued to code the rest of the game logic and unit tests independently.
* Nip and Billy were working on sprites and a board for the GUI, but unfortunately these were not able to be constructed into a full map and screen for use in the Hack. This effort will not be wasted and will be incorporated into the MVP. A full sprite library will need to be developed.
* Due to lack of assets and other team members not having a full enough understanding of the GUI frameworks, Dom has coded the GUI using basic sprites which he developed himself to get the game up and running. The team were extremely grateful to Dom for taking the time to do this.
* All other team members are to take the time to understand the code produced and where there are any questions, ask Dom for help. Dom is more than willing to run through the technicalities of the GUI code whenever it is required. Emily can also help with game logic.
* Dom has produced a very useful read me file with lots of important instructions and links which should serve as a good starting point for other team members’ self-study.
* Emily suggested that Billy and Nip perform a code review of the code Dom has produced before the submission deadline to gain a better understanding of the code and provide feedback to Dom.
* Emily will produce the screencast and the rest of the team will review this. Emily will then send to Dom to submit alongside the source code for The Hack.

Sprint Retrospective

* Today Emily led our first sprint retrospective, to reflect on:
  + Appreciations
  + Successes
  + Less than successes
  + Hindrances
  + Things to try next time
* Emily has recorded these on a dedicated [Sprint Retrospective Trello board](https://trello.com/b/NkW3LqrL/sprint-retrospectives-team-17) which we will use again after each sprint, and a pdf will be saved in the team’s Dropbox folder.

## THURSDAY 9 NOVEMBER

**Review of Work**

All submissions completed and handed in on time, including the screencast. Nip and Billy unfortunately weren’t able to complete a code review before the submission but will look at this as part of the LibGDX and code familiarisation task this week.

**Discussion Points**

* The team added more items to the backlog, based on a creative brainstorming session on how to make the game more challenging and fun.
* Team decided on extra tasks to add to this week’s sprint as all submission work was completed in the first half of the week.
* Team members to work on their tasks over the weekend and let the rest of the team know if they are struggling to get them completed.
* The art assets are a priority at the moment so that they can be successfully added into the GUI and further coding of multiplayer and game master logic can commence.

**Actions**

All actions this week are related to software development and are recorded on Trello.

## MONDAY 13 NOVEMBER

**Review of Work**

Everyone presented their work for the week:

* Nipun and Sanobar have drafted a structure for the project progress report, and have requested that the team marks on Trello board where anything has to be moved back to the backlog or delayed, so that they can report on this at the end of term.
* Billy and Nipun presented a first draft of the new map of the game for feedback.
* Emily and Billy have been working on the website, and gave a quick outline of what kind of information will be included and asked for initial feedback on the ideas.
* Dom has implemented the Game Master class and has been assisting other members of the team with Git and IntelliJ setup queries.

**Discussion Points**

Team Name

* The team held a brainstorming session to think of team names and a team ethos which we can include on our website.
* Everyone in the team wrote down ideas on post it notes, which we then collected together to try and narrow down the options.
* The top five names were:
  + Java and Jokes
  + Code and Load
  + Crow’s Nest
  + Coffee and Code
  + CamelCaseGames
* The team decided on Crow’s Nest Games as the main name with Java and Jokes as our team tagline/ethos.
* Dominic will design a logo for the team and present back for feedback next week. This was added to Trello.

Board Design

* Billy and Nip presented a full view of the board and ideas for how the game master code be implemented into this design.
* This was really well received by the team, and the team are going to implement these new art assets into the game this week.
* Some general feedback on how the look of the board could be improved was discussed – for example, making some obstacles in the water such as sharks or upturned boats.

Website

* Emily and Billy gave an overview of the plans for the website and a brief map of what content will be included.
* Billy has been helping Emily with the design and formulation of the content, as part of his work outside of university includes social media and website content so has more experience in this area.
* Dom is going to write the first blog post with an intro to the team, and Emily and Billy will continue to develop the rest of the content.
* All of the team will need to provide a brief bio and a picture to include on the Meet the Team page.

Other

* Everyone must get the project building on their machine this week.
* Emily led Week 7 sprint retrospective.

**Actions**

All actions this week are recorded on Trello.

## MONDAY 20 NOVEMBER

**Review of Work**

All team members presented their work for that week which is recorded on Trello. Points to note on collaboration and good teamwork:

* Billy presented the work that he and Emily have done on the content for the website, and a first draft of this is now online and published. During the week, Billy has helped Emily to understand what makes good content, and how to keep the reader’s interest.
* Emily has supported Sanobar with technical issues this week such as programming some unit tests, and getting the current version of the project built on her laptop (as it is a Mac and setup is slightly different).
* Sanobar has reviewed and suggested possible references for the test plan – this will be helpful for our QA report which is due in February as well. Sanobar is not leading on this piece of work but is a very good and thorough researcher, so this was very much valued.
* Dom has been helping Emily with git to ensure that branches are merged successfully into the master branch.
* Nip and Billy have continued to work collaboratively on the art assets for the game.
* Emily led a sprint retrospective to reflect on team progress throughout the week.

**Discussion Points**

Artwork

* After taking on board feedback regarding player sprites, Nip has redesigned these so that they are top down, rather than sideways and now has a full set of on-land sprites for one player which the team reviewed and were impressed with.
* Billy has completed a second iteration of the board, and will continue to develop this over the coming weeks.
* The priority is getting the new artwork into the game.

Project Progress Report

* This is progressing steadily. Nip and Sanobar are leading on this and are keeping notes on team progress as the weeks go along. They will also refer to the Team Log and Trello for information supporting this.
* Sanobar has researched how a professional report should look and will be implementing this into the submission.

Code

* Both Emily and Dom have progressed with the code – a basic AI player has been developed and a four-player element to the game has been started. Both need more work before the MVP, as they currently have a number of bugs.
* The basic player 1 sprite has been incorporated into the game but a full set will be required and a way of distinguishing between each player needs to be created so that this can be implemented next. Emily and Dom will work with Billy and Nip to ensure this is done.

Testing

* Sanobar and Emily have suggested a layout for the test plan and asked for feedback on this from the rest of the team. They have been researching the best way to approach the task. At this point, the whole team decided that the four types of testing we would like to carry out on the MVP are: unit testing, acceptance testing, systems testing and play testing. This was also based on feedback from Antonio.
* A short test plan document will be written by the whole team (approx. 1 page each) for testing the MVP which will feed into the QA report.
* Test plan to be finished this week with a view to testing starting next week, allowing time for rework before MVP submission.

**Actions**

See Trello.

## THURSDAY 23 NOVEMBER

**Attendance**

Dominic not present today.

**Review of Work**

* Billy has made some amendments to the website and has created a series of extra set up screen which can be implemented into the game for the MVP.
* Billy has researched Play testing and suggested to the team that an observational questionnaire would be the best way of gathering information on this. He has drafted a questionnaire which was tweaked slightly by other team members but generally was very well received.
* Emily has implemented Billy’s artwork into the game and resized all of the board and set up screens. This will feed into the work that Dom has been doing to implement a four player version of the game using the sprites developed by Nip.
* Emily has developed a plan for unit testing. Some unit test have already been created, but more need to be done. Emily suggested that it might be a good idea for Billy and Nip to write a class of unit tests each, as they are keen to contribute some code to the project, but haven’t done so yet and this might be a good opportunity to develop their skills in Java. Emily will support with this if there are any issues.
* Sanobar has completed some unit tests for the game. There was initially some confusion about the version of JUnit that the project was utilising but she has asked for help from Dom and Emily and this was resolved.
* Sanobar has also researched some of the theory behind testing which she has explained to the team, and the team members present used this to restructure the test plan slightly to incorporate this.
* Sanobar has researched a professional approach to the project progress report and will liaise with Nip to create a document plan and let the other team members know if there needs to be any input from them.
* Nip has completed a very comprehensive set of player sprites – these include pirates on land and in a boat and with every combination of items possible. This was a very time consuming job but it was agreed by the rest of the team that they were worth it as he has done an excellent job with these.
* Unfortunately, Dom was not able to attend today, so the rest of the team sent an update to Dom and showed him their progress where possible online.
* Dom will present his work on Monday.

**Discussion Points**

Testing

The team have decided on dates for the test plan to ensure that the testing is completed before the MVP submission. After a team discussion, an order for the different types of testing was agreed upon.

* Emily researched unit testing and it was agreed that this should take place first.
* Billy has researched play testing and this will come after unit testing
* Nip researched system testing and this will take place at the same time as play testing, and afterwards.
* Acceptance testing will be done throughout the test period.

All dates for this are recorded in the team’s test plan.

Sanobar has written a basic introduction and overview of our test plan.

**Actions**

All actions on Trello.