

Meeting: 6th March 2018

Meeting Type: Weekly Meeting

Team: Team 

Meeting Start Time: 12:30pm

Meeting End Time: 1:35pm

Attendance

- Pete: Yes
- Sam: Absent (is on holiday)
- Liam: Yes
- Guy: Absent (is in London)
- Elliot: Yes

Agenda

- [1 min] Check meeting attendance and acknowledge absences.
- [10 mins] Check progress since last meeting, mark which tasks are complete and which are still outstanding (and reasons for their delay).
- [30 mins] Discuss and review **PERT chart**, distribute tasks among the team, identify critical path(s).
- [15 mins] Discuss and review **wireframes**.
- [5 mins] Assign actions to be completed for next meeting.
- [2 mins] Set a date and venue for the next meeting, acknowledge potential absences for the coming week.
- [N/A] Additional comments

Progress

General

- Go over PERT chart and distribute tasks. Identify critical paths.

Pete

- Write documentation. 
- Finish class  + sequence diagram.

Sam

- Complete PERT chart. ✓
- Create graphic designs. ✗

Liam

- Categorise requirements. ✓
- Create class diagrams (AI). ✓
- Add end-turn node to use case diagram. ✓

Guy

- Create flow diagram. ✓
- Zoom-in questionnaire. ✗

Elliot

- Write documentation. ✗
- Finish class + sequence diagram. ✗
- Finish wireframes. ✓

Notes

- We go through progress since last meeting.
- **Liam** suggests that he would like to add cardinality to his use-case diagram.
- We go through **Guy's** flowchart and write up some feedback (this is posted on the [Trello card](#)).
 - We realise that chance/community chest functionality is not fully mapped out. For example what would happen if a card asks you to pay all other players or if you get development costs on all your properties.
 - **Elliot** and **Liam** note that go to jail/jail/tax spaces are missing.
 - **Pete** notes that it needs an overall review, that we should be able to use it to trace a full game of Monopoly.
 - **Elliot** notes that players in lap 1 shouldn't be included in auction bidding at all.
- We then go through **Sam's** PERT chart.
 - **Elliot** notes that the timescales don't seem realistic to our current situation.
 - **Liam** and **Pete** agree that perhaps a way of visualising the project stages would be useful.
 - **Pete** says that the chart should have clear directions, eg. horizontal denotes time, vertical denotes tasks happening concurrently.

- We decided that as **Sam** will need to get on with the graphic designs, that **Liam** will now take on this task and it will be due Friday.
- We then go through **Elliot's** wireframes.
 - **Pete** suggests adding a few more bits to the post-game screen: number of turns, time taken and an export/share results button.
 - **Pete** asks whether it is possible to add player names in the right sidebar.
 - **Elliot** adds that he'd like to add wireframes for chance/community chest cards, amending the owned property values to be correct and showing house icons for owned properties.

Actions

General

- **Pete, Liam & Elliot:** Work on game engine documentation.

Pete

- Finish class diagrams.

Sam

- Complete graphic designs for board templates.

Liam

- Finish PERT chart with feedback.
- Add cardinality to use-case diagrams.
- Ask **Sam** about how to layout the use-case diagram (is it worth making it tidy or will Sam just do it in Photoshop at the end?)

Guy

- Amend flowchart with feedback
- Complete questionnaire/user research.

Elliot

- Create sequence diagrams.
- Amend wireframes with feedback.

Next meeting

The next meeting will be on: Friday 9th March in the Chichester 1 meeting room.