

Date & time of meeting: 24/01/19

Place of meeting: Room above networks foyer

Group members present: Su,Hao,Robert and Vandana

Group members absent but who explained their absence before the meeting:
N/A

All other group members not listed in the previous two boxes: N/A

Chairperson for this meeting: Vandana

Secretary for this meeting: Su

Are the minutes of the previous meeting agreed as a correct record?: Yes.

List amendments here: Nothing needs redress at this time.

Review actions agreed at previous meeting and record how far individual responsibilities have been fulfilled. : Software mentioned in previous meeting installed and checked working correctly by all the members of the team. Revision of Unity Documentation as a preparation part for GGJ 2019 has taken place to refresh knowledge and looking into the 2D game pipeline in Unity completed.

Where individual responsibilities have not yet been fulfilled within the agreed timescale, list the reasons given: No individual responsibilities have been assigned yet to anyone

New matters discussed: Discussed about the Global game jam that what a game jam is and what is entailed. Talked possible strategy can be take to complete work during game jam.
Looked into previous GGJ themes and games developed during game jam. Last year theme was transmission and the year before that was cute.
Disagreement over implementation certain game aspects. Content creep, new actions that are not agreed within meetings should be briefly discussed with another team member to avoid incomplete work and unnecessary efforts over the weekend..
Find the locations and when and where we need to be. Networks room above the foyer .
Decide timing: Arrive in CES Lab 2 between 8:00 - 8:30, leave between 22:00 - 22:30. Good nights sleep is critical to producing content and assets that are not shit. Get game completed early Sunday afternoon, initial upload @3pm.

List all actions requiring attention: GGJ theme is announced privately across the world, attendance for the unveiling at Essex Uni is critical to getting a good launch
Formulate ideas based on theme
Begin implementation of game idea

Chairperson of next meeting: Su
Secretary for next meeting: Robert