DOCUMENT HISTORY

DOCUMENT VERSION	DATE	SUMMARY OF CHANGES	MADE BY	NOTES			
0	7/12/2021	Hardware Gap Analysis	Sofi	Most of Hardware Gap Analysis complete			
1	7/12/2021	Hardware and Software gap analysis	Sofi	Complete Complete Hardware and Software Gap Analysis			

HARDWARE GAP ANALYSIS

REF NO.	ITEM	CURRENT STATE	DESIRED STATE	PRIORITY	WHO'S AFFECTED?	OPTION 1	OPTION 2 (Alternative)	ASSIGNED TO	COMPLETE	NOTES
1	Computers	8x Personal Computer	Reularly cleaned and security policies adhered to	HIGH	All staff	Install Unity Hub & Unity 2020.1.10, antivirus software on all machines	Automatic software download and updated from facility servers	Harley CTO	Yes - 1	To maintain regular software and antivirus updates
2	Storage	External HDD to be aquired	100% availabilty	MED	All staff	Extra available storage capacity	Evaluate cloud storage services	Harley CTO	NO	To be use for secure in house storage of confidetial files
3	Back-ups	Weekly backups to external HDD using Windows Backup	Work regularly backedup onto external HDD	MED	All staff	Set up a regular backup schedual on all computers	Evaluate version control services	Harley CTO	NO	Regular backups of each weeks work.
4	VR Headsets	One personally owned Oculus Rift, attached to Facebook account	One of each latest commercial headset	MED	Designers and Programmers	Purchase one of each latest commercial headset from popular brands	Outsource alternative headset testing to third party companies	Harley CTO	NO	Have multiple headset support for games developed
5	Networks	Local Wifi hotspot using mobile phones	Ethernet connection to all computers	MED	All staff	Install ethernet cables arcross the office	Install Wifi across the office	Harley CTO	NO	Easier, more stable access to internet for employees
6	Office Access	Keycards for existing team members, 24 hour access	Keycards for existing team members and temporary keycards for new members and contractors	HIGH	New staff & contractors	Invest in addition keycards	new members and contractors have to be let in by existing memebers	Amanda CFO	NO	Increase productivity from new members and contractors
7	Network authentication	Individual passwords on individual machines	Individual passwords for indivual team members	MED	All staff	Set up a server with an account for each team member which is connected to all computers in company	continue using current system	Harley CTO	NO	Means people aren't strictly stuck to a computer if all their work is on it.
8	Cloud services	Individual One Drive, Google drive accounts	Commpany One Drive and Google drive account	MED	All staff	Purchase accounts and set up on all office computers	Continue with current system	Harley CTO	NO	More streamlined file sharing
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SOFTWARE GAP ANALYSIS

REF NO.	ITEM	CURRENT STATE	DESIRED STATE	PRIORITY	WHO'S AFFECTED?	OPTION 1	OPTION 2 (Alternative)	ASSIGNED TO	COMPLETE	NOTES
1	Game Engine	Individials have several versions of Unity installed on their laptops	Organisation-wide Unity version used across all hardware	MED	All staff	Install Unity Hub & Unity 2020.1.10 on all machines	Install Unreal Marketplace and UE4 4.26 on all machines	Harley CTO	YES - 1	Game engine needed to make game.
2	Game Engine Licensing	Using personal licenses for all software	Unity Pro licensing for teams	HIGH	All staff	Evaluate Unity licensing for up to 10 team members	Evaluate UE4 licensing for teams	Harley CTO	YES - 2	Can't use engines in professional setting without correct licensing
3	3D modelling	One Maya install with student license	Maya license for artists	HIGH	Artists	Upgrade full Maya license for each artist	Install blender on all computers	Harley CTO	NO	Artists need properally licensed professional tools to work efficiently
4	Operating System	Win 10 home on all machines	Windows 10 Enterprise	MED	All staff	Purchase and install Windows 10 Enterprise on all machines	Continue using Windows 10 home	Harley CTO	NO	Windows 10 doesn't enforce businesses to use a specific version
5	Project Management	Trello accounts with shared boards	Hack'n'Plan for project management	MED	All staff	Create company accounts for each team memeber	Evaluate other project management tools E.g. ClickUp	Harley CTO	NO	Project management tools are essential to stream lining the development process
6	Mobile Phone Test Devices	Team members using own devices	Company issued testing phones	MED	Designers/Pro grammers	Purchase a number of phones that corrolates to the number of Designers and Programmers	Employees continue using their own phones	Harley CTO	NO	Having Company own testing phones mitigates any risk of employees breaking their own phones
7	Anti-Virus	None installed	Install an anti virus on all machines	HIGH	All staff	Evaluate what anti virus would best suit the company	Use windows built in Mircrosoft Defender	Harley CTO	NO	Anti viruses are critical in ensuring your computer is protected from harmful malware
8	Documentation	Office.com student accounts	Google Docs with shared repository	MED	All staff	Create company google Drive and give employees access	Evaluate Cloud servers for documents to be shared with.	Harley CTO	NO	Shared drive increase work flow and productivity
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