

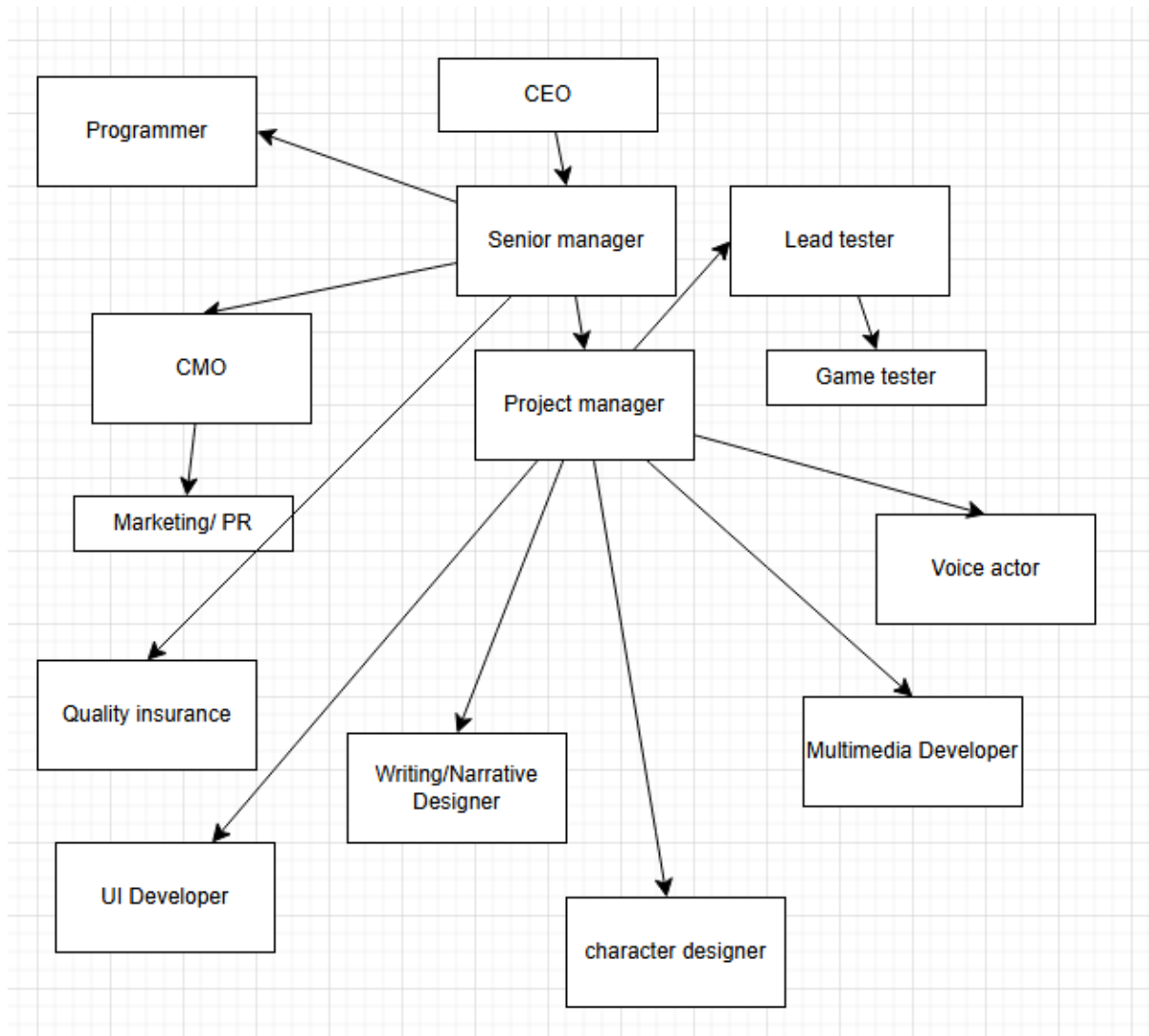
Assessment task 2

Technology inventory

You must include all hardware and software technologies likely to be required.

Hardware		Software	
1	Console, Xbox, PlayStation, pc, steam deck, Nintendo switch.	1	Game engines, unity, Unreal, O3DE
2	Controller, switch deck controller, keyboard + mouse	2	Script languages, C#, C++, python, Java
3	Physical Copy of the Game	3	Game design software, blender, maya, digital copy of the game.
	5 separate computers each with at minimum the recommended specifications to run unity.		Unity as a game engine.
	A router with internet and ethernet		discord for communication purposes. Applications/Websites to download software's in order to create games/models
	Mobile (Samsung, Apple etc)		Calander app for scheduling.
	Mouse		Launcher
	laptops		Testing
	Charger		Special software apps

Organisation Chart



Position description - Ahsoka

You must specify at least **two** position descriptions.

Job title:	Multimedia developer
Description:	Designs software and develops multimedia applications by generating animations, graphic images, text, sound, and video. They're also used for presentations, educational purposes and entertainment products
Salary:	\$75,000 - \$109,050 per year
Hours:	42 hours per week (6 hours per day)
Location:	Mildura, Victoria
Reporting to:	Project Manager
Key responsibilities:	
1	Designing and developing interactive content (video, audio, animation etc)
2	Supporting the maintenance and updating of existing multimedia content across various platforms

3	Working closely with designers, content creators, and other team members to understand project requirements and develop creative visions
etc	
Qualifications:	
Bachelor's Degree, VET courses in fields that are related to IT, design or media	
Work experience:	
IT administrator for one year	
Personal qualities:	
Creativity, Communication, Teamwork, Attention to Detail	

Job title:	Writing/Narrative Designer
Description:	Focuses on creating a story/plot for every game they develop, focusing on the player's actions and choices so new dialogue is added for testers to discover.
Salary:	\$100,385
Hours:	40 hours per week (5.7 hours per day)
Location:	Mildura, Victoria
Reporting to:	Project Manager
Key responsibilities:	
1	Creating storylines (plot, themes etc)
2	Writing Dialogue
3	Designing Character Interactions
etc	
Qualifications:	
Bachelor's Degree,	
Work experience:	
IT Administrator for one year	
Personal qualities:	
Communication, writing proficiency (Skilled writers), problem solving	

Position description - Joshua

You must specify at least **two** position descriptions.

Job title:	Game tester
Description:	Someone who plays video games, tests their features, and identifies glitches and bugs before they get released.
Salary:	\$65,000 - \$\$80,000
Hours:	40 – 50 hr per week
Location:	Developer's office
Reporting to:	Lead tester
Key responsibilities:	

1	Identify bugs
2	Identify glitches
3	Complete a full play through
etc	
Qualifications:	
N/A	
Work experience:	
Experience playing games on different platforms	
Personal qualities:	
N/A	

Job title:	Marketing / PR
Description:	Marketing and PR generate awareness and positive responses to products, services and businesses.
Salary:	\$78,736 - 148,000
Hours:	40 – 50hr per week
Location:	Team office
Reporting to:	CMO
Key responsibilities:	
1	Driving sales
2	Managing public perception
3	Building relationships with various stakeholders
etc	
Qualifications:	
Certificate IV in Marketing and Communication	
Work experience:	
A degree or higher qualification requires at least one year of post-qualification work experience within the last five years.	
Personal qualities:	
Has to be able to talk to people.	

Position description - Nguyen

You must specify at least **two** position descriptions.

Job title:	Programmer
Description:	Provide feedback on new game builds, Test competitive balance, Stream gameplay live to a live audience, implement, response the right code for game, problem-solving, report to project manager and testing the code.
Salary:	80,000 per year

Hours:	Full-time, 40 hours per week
Location:	Mildura, Victoria
Reporting to:	Senior manager
Key responsibilities:	
1	Response the right code for game
2	Implement
3	Writing, testing
etc	Maintain and develop software
Qualifications:	
A Bachelor's in degree computer engineering	
Work experience: Work in A Team (Programmer)- 2 years	
Personal qualities: Problem-solving, teamwork skill and communication skill	

Job title:	Project manager
Description:	Ensure that artists and developers, designer meet deadlines and stay on budget.
Salary:	140,000 per year
Hours:	Full-time, 39 hours per week
Location:	Mildura, Victoria
Reporting to:	Senior manager
Key responsibilities:	
1	A crucial role in game development
2	Project Planning
3	Executing
etc	Leading and Motivating the Team
Qualifications:	
A Bachelor's in degree Project manager	
Work experience: Work in A Team (Project manager)-2 years	

Personal qualities: problem-solving, communication, Leading, Motivating

Position description - Magic

You must specify at least **two** position descriptions.

Job title:	Quality assurance
Description:	It ensures the game is functioning as intended and helps to improve the player experience.
Salary:	\$70,955 per year (on average)
Hours:	60hours per week on average
Location:	Port melbourne
Reporting to:	Senior manager
Key responsibilities: Finding, documenting and reporting bugs or problems within the game, task or project.	
1	: Finding bugs or problems within the task or project.
2	Documenting, bugs or problems within the task or project.
3	Reporting, bugs or problems within the task or project.
etc	
Qualifications: Certificate 3 of Information technology may be useful.	
Work experience:	
3 Years working freelance as a Quality insurance provider.	
Personal qualities:	
Great at finding problems, writing and communication skills.	

Job title:	UI developer
Description:	Creates user interfaces.
Salary:	\$128,000
Hours:	40 hours per week
Location:	Sydney, Australia.
Reporting to:	Senior UI Developer.
Key responsibilities:	
1	Resarching
2	Designing
3	Developing
etc	
Qualifications: Bachelors degree in Graphics design.	

Work experience:
6 months as a Graphics designer
Personal qualities:
Great at art, and working in a team.

Position description - Fraser

You must specify at least **two** position descriptions.

Job title:	Character designer
Description:	Designing characters
Salary:	\$80,000 to \$100,000 per year
Hours:	5.7 hours per day, 40 hours a week
Location:	Design Studios
Reporting to:	Work
Key responsibilities:	
1	Research
2	Creativity
3	Storytelling
etc	
Qualifications:	
Artistic skills	
Work experience:	
Drawing	
Personal qualities:	
Creativity	

Job title:	Voice actor
Description:	Voice over things
Salary:	\$83,000 to \$102,000 per year
Hours:	4-8 hours per day, 28-56 hours a week
Location:	Home
Reporting to:	Work
Key responsibilities:	
1	Good Pacing
2	Versatility
3	Range
etc	
Qualifications:	
Study acting	

Work experience:
At home
Personal qualities:
Range

Organisational document - Fraser

You must submit at least **one** policy document.

Policy title:	Data Policy
Purpose:	
	To guard data that is given.
Scope:	
	Data preservation and protection.
Definitions:	
	Prioritize protecting other people's Data.
Policy statement:	
	Protect the data that is given.
Procedures:	
	Saving data from deletion.
Related policies and procedures:	
	Preservation people's data.

Organisational document - Ahsoka

You must submit at least **one** policy document.

Policy title:	Equal opportunity policy
Purpose:	
	To treat everyone that is from different minority groups (Gender, Race, etc) equally and not focus on the differences in each person.
Scope:	
	This policy applies to everyone in the organisation regardless of the level of authority
Definitions:	
	Ensures that the organisation gives equal opportunities to every employee and bases their choice on knowledge, skill and experience that they possess just so it's fair on everyone's behalf
Policy statement:	
	All employees must be treated with fairness and respect, no matter who they are
Procedures:	

Depends how badly the individual discriminated against another, they could either be let off with a warning, lose wages, or be brought to court

Related policies and procedures:

Recruitment Policy,

Organisational document - Joshua

You must submit at least **one** policy document.

Policy title:	Internet and email policy
Purpose:	
This policy outlines how employees may use the organisation's internet and their official email account.	
Scope:	
What activities are allowed and prohibited when using company resources for internet access and email communication	
Definitions:	
Policy statement:	
The acceptable use of company-provided internet and email access, ensuring responsible and secure usage for business purposes	
Procedures:	
The rules and regulation for using company resources for interna and email access.	
Related policies and procedures:	
The use of the company's network and email systems.	

Organisational document - Magic

You must submit at least **one** policy document.

Policy title:	Policy regarding the usage of AI
Purpose:	
The purpose of this policy is to outline when it is and isn't acceptable to use AI within the workplace.	
Scope:	
This policy will cover all workplace activities including general duties, work functions, remote work and anything not listed.	
Definitions:	
AI means artificial intelligence.	
Policy statement:	

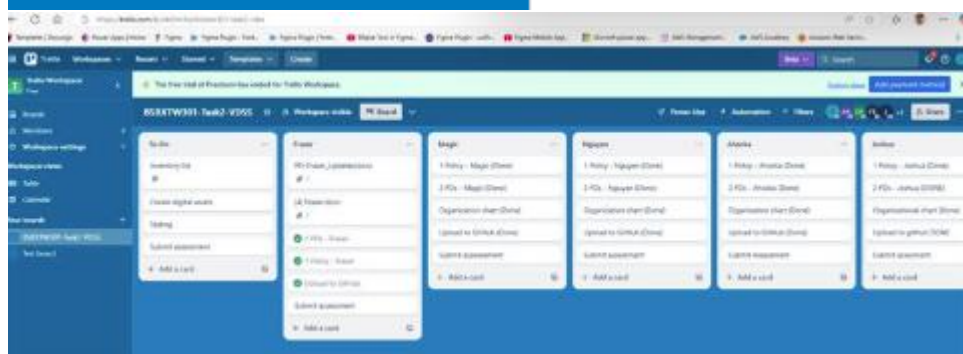
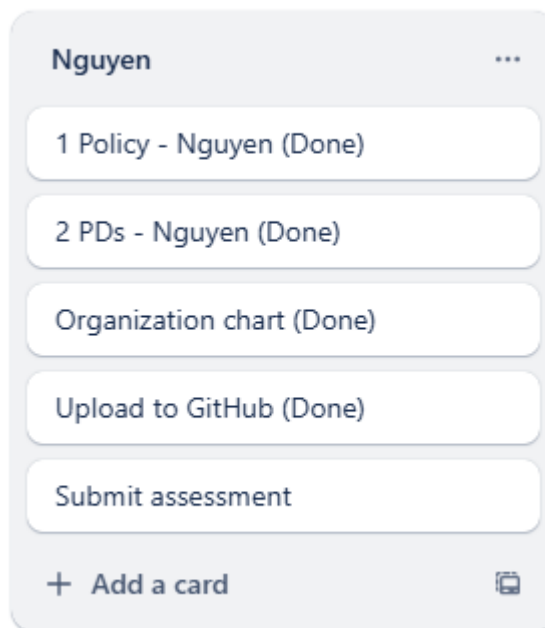
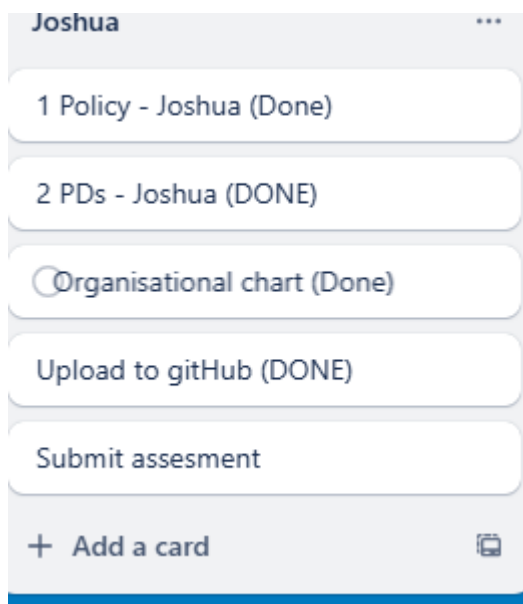
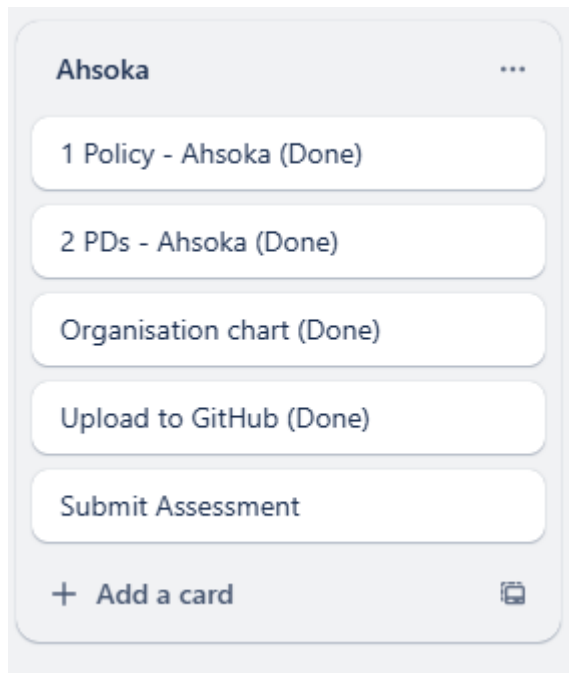
Anyone within the organization or a 3 rd party working with the organization may use AI at will without providing a reason for doing so.
Procedures: To follow this policy you only need to be made aware of it by reading it.
To follow this policy you only need to be made aware of it by reading it.
Related policies and procedures:
Internet usage and Emails policy.

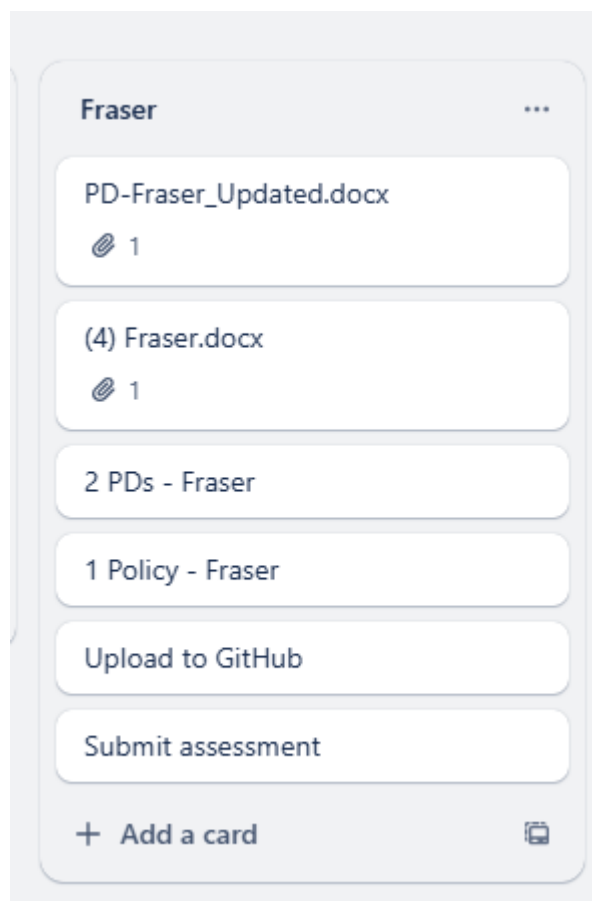
Organisational document - Nguyen

You must submit at least **one** policy document.

Policy title:	Recruitment policy
Purpose: Ensuring a Consistent and Fair Process, Show guide for new people for an organisation.	
Scope: This includes Identifying needs, Job descriptions and defining roles.	
Definitions: attracting, selecting and interviewing.	
Policy statement: outline proper guidelines on how to hire new people for an organisation and while attracting top talent.	
Procedures: It should candidate experience, background checks, data protection and company values.	
Related policies and procedures: This policy ensures that the entire hiring exercise is fair and gives everyone an opportunity to show case their skills to the recruitment team.	

Trello





Teams



BSBXTW301 - VDSS - 2025 - Sem1



Chat



Some people in this chat are outside your org. It's possible they have message-related policies that will

Joshua Ellis (External) 1:58 pm



internet andd email policy

Fraser Ellice (External) 1:58 pm Edited



Data Policy

Magic Smith (External) 1:59 pm



Policy regarding the usage of AI

Ahsoka Knippel (External) 1:59 pm



Equal opportunity policy

Nguyen Thanh Nghia Phan (External) 1:59 pm



Recruitment policy