

# Data Management Document

## THE ELEVENTH DICE

### *Stranger Things: Becoming 11*

#### *THE DEMOGORGON'S LAIR - Level 6*



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## The Eleventh Dice DMD

<b>Purpose</b>	This document provides information about the data used in the implementation of the project and the related management policies applied in their manipulation. It also provides information about the correct setup of the working space for a new collaborator who wants to join the project.
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Revision History		
Who	When	What
<b>Maurizio</b>	19/11/2019	Created this Document
<b>Maurizio</b>	20/11/2019	Set the structure of the document
<b>Maurizio, Matteo, Nicolò</b>	21/11/2019	Added Software List Chapter
<b>Nicolò</b>	24/11/2019	Added Data Type and Format Chapter
<b>Matteo</b>	24/11/2019	Added software versions
<b>Maurizio</b>	27/11/2019	Added Data Storage and Access & File Naming Convention Chapters
<b>Nicolò, Matteo</b>	28/11/2019	Minor revisions for the second milestone
<b>Nicolò</b>	02/01/2020	Directory structure modified, added more software and related versions.
<b>Matteo</b>	04/01/2020	Added Join the project section
<b>Maurizio</b>	06/01/2020	Revision of the File Naming Convention chapter
<b>Maurizio, Matteo, Nicolò</b>	08/01/2020	Group revision

## 1 Software List

This is the software list used by the “The Eleventh Dice” team for this project, which also includes the version and the platform adopted.

### 1.1 Asset Editing Software

Name	Version	Platform
Photoshop	21.0	Windows/Mac
Maya	Maya 2019	Windows/Mac
Draw.io	12.4.2	Windows/Mac
Sketch up	19.3.253	Windows/Mac
Illustrator	24.0	Windows/Mac

### 1.2 Development Software

Name	Version	Platform
Git	4.4.2	Windows/Mac
Minecraft	1.15.1	Windows/Mac
Unity	2019.3.0f3	Windows/Mac

### 1.3 Organization Software

Name	Version	Platform
Microsoft Office	16.0.11328.20438	Windows/Mac
GitHub	2.2.4	Web/Windows
Google Drive	NA	Web
Google Docs	NA	Web
Pages	8.2.1	Mac

## 1.4 Environments

Name	Version	Platform
Windows	10	Windows
Mac OS	10.14.5	Mac OS

## 2 Data Types and Format

### 2.1 Text

All the documents related with **Game Design, Level Design** and game's story must be saved using **.gdoc** or **.docx** extension. The final files must be sent in **.pdf** format.

As far as font type and dimension are concerned, we will follow the undergoing specifications:

1. Document title in Arial, 26
2. Chapter titles in Arial, 20
3. Index titles and secondary titles in Arial, 16
4. Normal text in Arial, 11

Using **bold**, *Italic* and underlined text is allowed and left free to the user, within the limits of legibility. Common sense is advised.

### 2.2 Pictures

Two formats are allowed. PSD files are used in the production process but eventually all the images will be delivered in the PNG format.

Description	Format
Template Images	PSD
Final Images	PNG

The size of an image must be specified in the XxY format (X Horizontal, Y Vertical). It can also be specified through one of the following labels instead.

Label	Size
Vertical	1080x1920 px
Square	1600x1600 px
Horizontal	1920x1080 px

### 2.3 Audio & Video

Sounds format allowed: **WAV, MP4, MP3**.

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### 3 Data Storage and Access

All the data regarding the project are stored on the “Google Drive” online platform in order to provide easy access for the team members and automatic synchronization.

Due to the “Google Drive” 30 days versioning limitation, a GIT repository is also adopted to keep track of the older version.

#### 3.1 Backup & Policies

**Shared Data Manager:** Matteo Malorgio

Every monday and thursday at 17:30 CET a push of the whole project is performed by the Data Manager to the remote repository.

Each 1st of the month all the members will fetch the remote repository, guaranteeing multiple backups equal to the number of collaborators.

#### 3.2 Data Access

This is the link to the **Google Drive Folder**:

[https://drive.google.com/drive/folders/1U-WBH1YysxJNJr3Sj5C41ktVeG\\_ZO83Z](https://drive.google.com/drive/folders/1U-WBH1YysxJNJr3Sj5C41ktVeG_ZO83Z)

Inside you can find a README file where you can get more internal information. (Eg. about the GIT repository)

To get the permissions send an email to the **Data Manager**:  
matteo.malorgio@studenti.unimi.it

#### 3.3 Join the project

A new collaborator who wants to join the project must perform the following procedure:

1. Create a Google account if you don't have any;
2. Send a permission request to the Data Manager to get access to the shared directory *The Eleventh Dice* (email: matteo.malorgio@studenti.unimi.it);
3. Once you get permissions, log in to your Google Drive account, verify your permissions and make sure to shift the shared directory *The Eleventh Dice* from “Shared with me” tab to “My Drive” tab;
4. Download Backup and Sync from Google and link it to your Google account if you haven't done it already;
5. Open Backup and Sync from Google, go to “Google Drive” tab and check the box “Synchronize my Drive on this computer”;
6. Select a folder you want to be synchronized (the default one is fine);
7. Check the entry “Synchronize only these folders” and check the box *The Eleventh Dice*.

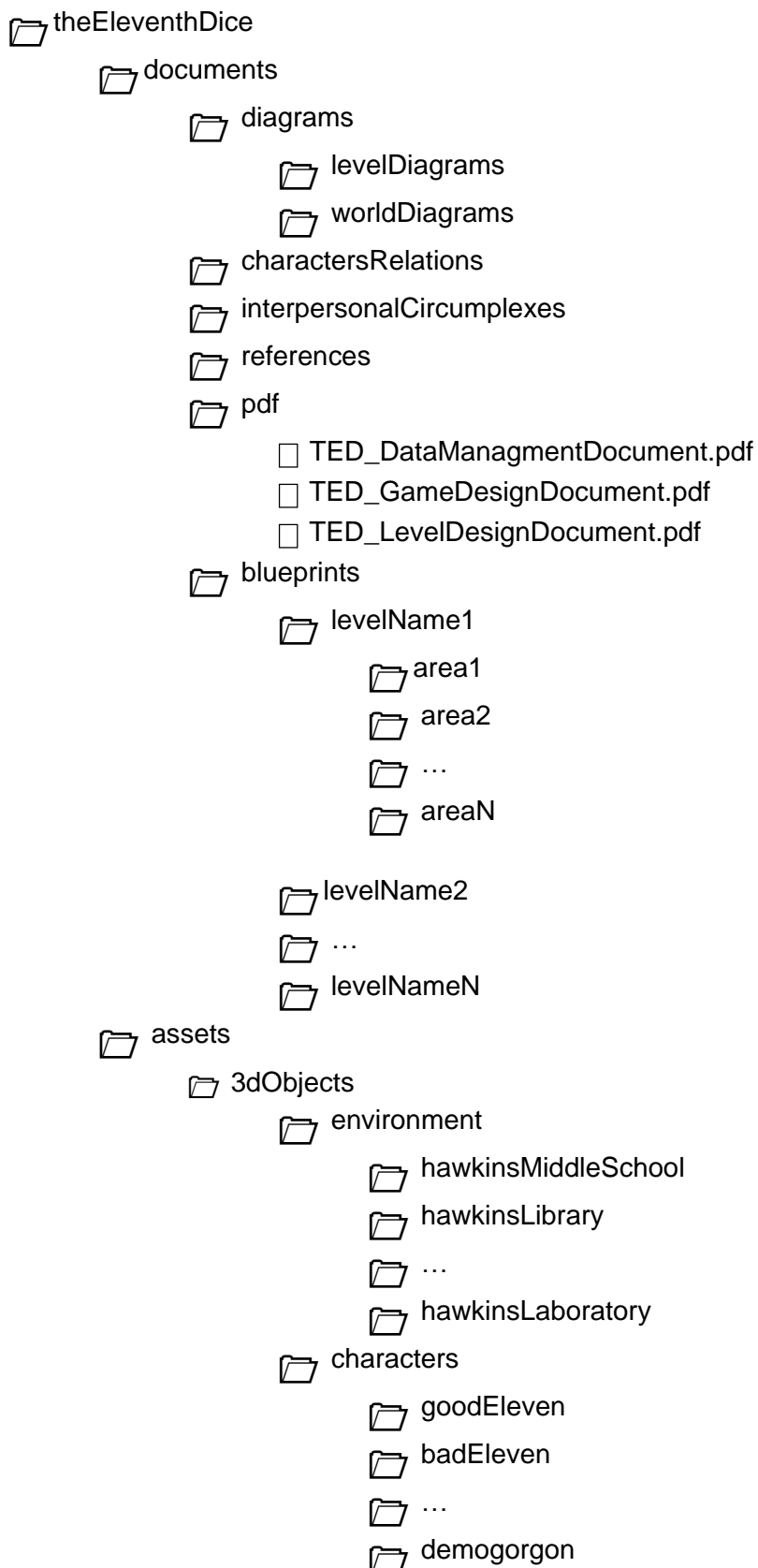
The shared *The Eleventh Dice* directory contains a local git repository, which is linked to a remote repository. Although it is possible to work on the local and remote repositories through the standard mechanisms of commit, push and pull, it is not possible to create a clone from the remote repository. In order to do that, the following procedure must be followed:

1. Send a request to the Data Manager to get access to the URL of the remote repository;
2. Use the git bash command `git clone [remote_repository_url]`.

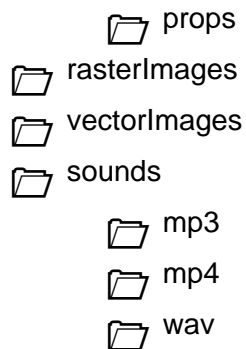
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Once this procedure is done, the new collaborator has his own local copy of the repository, thus guaranteeing a number of backups equal to the number of collaborators.

## 4 Directory Structure







The above schema is a representation of the main directories that compose the project which contains all the materials (both in the form of media files and text-based documents) needed. We store all the text-based documents such as .docx files, .gdoc files or .xlsx files in the main folder **documents**.

- The **pdf** sub-directory is a commodity one used to save all the pdf created from previous text files.
- The sub-directory **diagrams** contain all the diagrams (as images) that will flow into the design documents.
- The sub-directory **blueprints** store all the plan/layouts of the various levels, separated in areas. For example, if we were up to create the blueprint for the archives of the Hawkins library for the Demogorgon's Lair level you will save you file in *theEleventhDice/documents/blueprints/demogorgonsLair/library/archives/<blueprintName.png>*

Every sub-folder of **3dObjects** contains two defaults sub-folders along the others: **highPoly** and **lowPoly** (those are not shown in the schema just for better readability). For better understanding, we added few examples of what sub-folders could be present in some sub-folders of 3dObjects but obviously they can vary and be updated as the project evolves. The main rule that must be followed is that a file must be save in no more than one location and that location must reflect its purpose in the project.

Each directory must begin with a lower-case letter and follow the camel case convention.

## 5 File Naming Convention

Every file must be named following the camel case convention and respect the format specified below:

**<Type>\_<FileName><[-NumberOfTheSeries]>.<extension>**

Where:

<b>Type</b>	Is what kind of specific file is (pdf, icon, sound, etc...). The type corresponds to the name of the directory that contains it (See Ch. 4 - Directory structure). If two subdirectories have the <b>same name</b> , the name of the parent directory must be added as prefix respecting the Camel case convention (this rule is applied recursively).
<b>FileName</b>	Is the name of the file.
<b>NumberOfTheSeries</b>	If there are files with the same Type and the same Name a number must be specified to distinguish them. This number can't be lower than an existing one.
<b>Extension</b>	Is the extension of the file.

Additional properties can be specified in the file name, in this case remove the extension from the original name and then append the “\_Property1\_Property2\_ ... .[extension]” string.

All the pdf documents that will be delivered must be preceded by the “TED\_” prefix.

## Examples

Type of file	Example
First version of the design document delivered. The prefix TED must be added.	TED_pdf_FirstMilestone.pdf
An image (of 800x600 px specified as property) under the directory “diagrams”.	diagrams_Circumplex_800x600.png
Two images with the same name.	icon_LargeWaffle-1.png
	icon_LargeWaffle-2.png
Two audio files under two different subdirectory with the same name.	mp3Environmental_RainSound.mp3
	mp4Environmental_RainSound.mp4