

# Project Organisation

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## Interaction Lab

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written by

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**Interactive Systems in SS 2017**

**Supervisor:**

Prof. Dr. Stefan Michael Grünvogel  
Institute for Media- and Phototechnology

# 1 Projektleitung und Projektteam

- Project Manager: Vera Brockmeyer
  - makes appointments
  - administers calendar
  - creates project plan
  - communicates with Prof. Grünvogel
  - keeps overview of all proceedings
  - writes weekly report
  - manages all cloud folders and repositories
  - manages time and equipment resources
- Head of Test Scene Building: Anna Bolder
  - researches the task
  - defines general design
  - keeps overview of current state
  - inform the project manager about problems and timing
- Team of Interaction: Britta Boerner and Laura Anger
  - head of nearby interactions: Britta Boerner
  - head of distant interactions: Laura Anger
  - researches the task
  - defines general interactions
  - keeps overview of current state
  - inform the project manager about problems and timing

## 2 Infrastructure

### 2.1 Facilities

Size	minimum of 15 m <sup>2</sup>
Location	TH Deutz building
Requirements	access according to agreement

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## 2.2 Working Appliance

- Computer with following requirements:

Components	System requirements
Processor	Intel Core i5-4590 oder AMD FX 8350 or better
Graphic card	NVIDIA GeForce™ GTX 1060 or better or AMD Radeon™ RX 480
Internal memory	4GB or more
Video output	1× HDMI 1.4-Anschluss or DisplayPort 1.2
USB interface	2× USB 2.0
Operating system	Windows 7 SP1, Windows 8.1 or Windows 10

- HTV Vive including light houses
- two Vive Controller
- Unity IDE
- Steam
- Visual Studio IDE
- notebooks for each team member
- Github Repository
- Projectplace Webapplication for Projectmanagement
- 3D assets for supermarket test scene

## 3 Information System

### 3.1 File Management

- GitHub Repository for all LaTeX files
- GitHub Repository for complete Framework
- GoogleDrive Folder to organize presentation files, graphics and images, To-Do-List, papers, ect.

### 3.2 Formal and Informal non-verbal Communication

- Google Calender with availability of all team members and appointments
- team appointments are intercalated exclusively by project manager
- All emails with subject *VR Interface Lab*

- All emails have every team member in cc
- Communication with Prof. Grünvogel via email
- Formal agreements of project team via email
- Informal agreements of project team via WhatsApp Chat
- Team members and Prof. Grünvogel receive weekly email report with current problems and proceeding

### **3.3 Formal and Informal verbal Communication**

- weekly Skype or team meetings with stringently required appearance
- project meetings with Prof. Grünvogel as agreed