Project ESCAPE Training Event

*Staff Handbook*

3 August 2023

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# 

# Summary Agenda

|  |  |
| --- | --- |
| **Time** | **Activity** |
| **0700** | Staff Arrive |
| **0730** | Participants Arrive |
| **0800 – 1130** | Training |

# Roles & Responsibilities

### Coordinators

*Josh*

* Coordinates schedules, staff, participants, and support
* Creates and provides materials for staff and participants
* Manages schedule and oversees overall event execution

### Game Masters

*Jo*

* Runs the scenarios, including setup, reset, and in-mission modifications

### Debriefers & Mission Approvers

*Amie, Willie, Mariangelica (T1)/David, Vernessa (T2)*

* Leads debrief discussions between missions and after event
* Approve missions for assigned team

### Media Support

*Brandon P., Josh A.*

* Sets up V-LAB including lighting, video, and all relevant systems
* Records highlights of event as appropriate for PR

### Principle Instructor/AAR-LL

*Molly*

* Provides a refresher on EO principles, laws, and mindsets

### Dock Master

*Melissa*

* Sets up tablets for each station for each mission
* Ensures tablets remain charged
* Roleplays as the “Dock Master” responsible for “unlocking” crew member stations (i.e., giving them their tablet at the start of each mission); facilitates “Cover and Move” opportunities for building relationships

# Checklists

## Arrival & Check-In

* Provide Coffee & Snacks
* Setup Seating
  + Assigned seats with nameplates containing team number and station assignment
  + Handbooks
  + Tablets with tutorials pre-loaded

## Welcome

* What is Project ESCAPE?
* What are we doing today?
* Breaks – Right after missions, before debriefs.

## Station Tutorials

* Your workbooks have details on each station.
* You will maintain your station throughout the day unless you’re the captain or the floating crewmember.
* Your success will not be determined primarily by how well you operate your station, but, rather, by how well you work as a team and employ leadership in all you do.

## Mission Run Steps

1. Mission Assignment
2. Planning
3. Mission Approval
4. Dock Master – Issue Stations
5. Mission Execution
6. Dock Master – Reclaim Stations
7. Debrief

# Staff Roster

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Role** | **Team** | **Org** |
| **Joshua Church** | Coordinator | All | SSB |
| **Jo Jabour** | Game Master | All | SSB |
| **Molly McManus** | Principle Instructor | All | ISKM |
| **Melissa Harper** | Dock Master | All | SIB |
| **Brandon Pittman** | Set Support | All | OCIO |
| **Josh Arruda** | Set Support | All | OCIO |
| **Amie Burroughs** | Debriefer | 1 | SIB |
| **Willie Brown** | Lead Debriefer | 1 | ISER |
| **Mariangelica Mangual** | Debriefer | 1 | CAD/BIM |
| **David Stuart** | Debriefer | 2 | CAB |
| **Vernessa Noye** | Debriefer | 2 | SEEB |
|  |  |  |  |

# AM Roster

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Role** | **Team** | **Org** |
| **Claire Ellison** |  | 1 | CAB |
| **Garrett Herrington** |  | 1 | SSB |
| **Dikshant Arora** |  | 1 | CEAB |
| **Jacob Roberts** |  | 1 | CEAB |
| **CJ Mason** |  | 1 | SIB |
| **Kyler Farrar** |  | 1 | SIB |
| **Chuong Le** |  | 2 | SIB |
| **Nia Freeman** |  | 2 | CEAB |
| **Ian Webb** |  | 2 | CEAB |
| **Kyle DeLaPaz** |  | 2 | CEAB |
| **William Wilson** |  | 2 | SEEB |
| **Ben Christie** |  | 2 | SIB |

# GM Screen

## Starting the Mission

Project ESCAPE, from the GM perspective, is running two instances that the GM is in charge of: The main screen and the GM screen.

The main screen is what is displayed the main front monitor that everyone can see, while the GM screen is what solely the GM can see and shows controls for the game.

You must first set up the GM screen and spawn a ship, aka start the scenario, before you can start the main screen. Ideally you will only have to set up the GM screen once, however the main screen must be disconnected and reconnected in between each round.

### Starting the GM Screen

To start the GM screen from the Empty Epsilon main menu, click **Start Server -> Start Server -> Mission -> Project ESCAPE -> Start Scenario -> Game Master**

Now you should be at the Game Master screen, with the selection of scenarios. (note, sometimes the game is Paused as indicated by the upper lefthand corner. You may need to unpause your game as well)

### Starting the Main Screen

Before you can load the main screen, you will have to spawn a ship. For example, for the first mission, Rescue JJ, click onto Rescue JJ, then click Set Mission, towards the bottom. This spawns in all assets for the mission, including the player ship.

Now, mouse over to the main screen. If it’s currently at the Empty Epsilon main menu, select **Start Client -> Last Session or whatever server is shown -> Human Navy Atlantis -> Ship window -> Ready.**

**Do not select Main screen. It confused me too but select Ship Window on the right side.**

Now the Main Screen and the GM screen are ready to go for the first mission! Be sure you’re familiar with the button layout. You are in control the **Alert Level and Ending the Scenario**. Each mission submenu has a **Clear Mission** button that will destroy their ship and the things that spawn with Set Mission, but you may be responsible for deleting any other probes or extra things that have spawned during the mission.

## In Between Missions

After **EVERY** mission, you **must** click on Clear Mission within the submenu. This will destroy the ship (assuming it isn’t already destroyed), which means the Main screen and each tablet must tap Return, which will disconnect them, and they must be reconnected.

This process is the same as mentioned above, however the GM must go into the next mission’s submenu and tap **Set Mission** to spawn the ship for players and the Main screen to connect to. If any probes or extra enemies were used over the course of the mission, the GM must tap them and delete them so they don’t interfere with the next mission.

## Extra GM Notes

It will be entirely up the GM to determine how close enemies should be placed to the player, if the enemies follow the player after jumping to run away, etc. If a team is doing exceptionally well, the GM can spawn more enemies using the Create… menu. The Enemy team is called Exuari, and the usual enemy ships are called Adder MK9s. Just make sure to tap Cancel when you’re done so you don’t accidentally spawn more ships.

You can also give the player ship more Hull health and Energy with the Modify Trainee Ship button to quickly fix them up, or if you want you can tap the ship, tap Tweak, and do it more advanced, give them more missiles and whatnot. They won’t actually get more ammo at docks unless you do this, but their hull and energy will replenish automatically if they dock.

# Mission 1 – Rescue JJ

## Summary

The trainees will be tasked to respond to a distress signal from the diplomat JJ Johnson.

## Timing

The mission can be completed as fast as ~4.5 minutes. Failure should occur within ~7 minutes with a hard cap of 10 minutes.

## Intended Outcome

**Simple**. The trainees will have just received a ton of information between the Welcome details, the Principle Review, and the Station Tutorials, plus they have a mission with a very short timeline and high stakes, and they also will be doing something completely new. The information overload is likely to set them up to lose track of what’s truly important.

## Mission Assignment

*The diplomat, JJ Johnson, was traveling back from peace talks with our enemy faction, the Exuari. We have just received a distress signal from his vessel and need to respond immediately due to the sensitive nature of his work. If we lose JJ, we may very well lose our uneasy peace and fall into war. Ensure his safe return at all costs. The last known location for JJ was in Sector G5.*

## Mission Details

* When the trainee ship (the J.E. Thompson) arrives, JJ will eject into a life pod. He will suffocate if not retrieved within 5 minutes.
* Enemies are on-site with JJ and will attack trainees on arrival.

## End Conditions

* JJ Dies -> Mission Failure, Return to Station -> Debrief
* JJ is Retrieved -> Return to Station -> Debrief
* Trainee Ship falls to the enemy faction -> Debrief

## Reference

* Beacon of Light Scenario

## GM Reference

This mission should last roughly 5 minutes.

**Destroy JJ’s Ship**

What it does

Sends a message to the relay officer and activates enemies

When to do it

As soon as they’re ready. Start the clock

**We’re Good**

What it does

Sends a message to the relay officer saying JJ has safely ejected and is ready for pickup

When to do it

0:45 – 1:00 into the mission

**Air Running Out**

What it does

Sends a message to the relay officer saying JJ has discovered damage and is losing air

When to do it

2:00 – 3:00 into the mission

**Suffocating**

What it does

Sends a message to the relay officer saying his crew is starting to faint from lack of air

When to do it

3:00 – 4:00 into the mission

**JJ Dead, Extract**

What it does

Sends a message to the relay officer saying JJ has died, and to return for debriefing

When to do it

5ish minutes into the mission IF THEY DIDN’T SAVE HIM

**JJ Alive, Extract**

What it does

Sends a message to the relay officer saying congrats for saving JJ, return for debriefing

When to do it

5ish minutes into the mission IF THEY SAVED HIM

# Mission 2 – Waves

## Summary

The trainees will be tasked to defend a set of stations from Exuari attack until reinforcements arrive.

## Timing

The trainees should be attacked fast and hard, and they should be pressed until their ship is destroyed or they retreat. When they reach this conclusion will be variable, but when 10 minutes is close, the GM should find an ideal spot to destroy their vessel and end the mission.

## Intended Outcome

**Detach**. The constant combat will (ideally) suck the crew into what’s going on until they realize they must detach from the situation and sort out how to move forward.

## Mission Assignment

*JJ Johnson’s loss [whether from suffocating or sustaining injuries] has damaged our peace talks with the Exuari faction to the point of war. We have received reports that an attack on one of our mining operations is soon to take place. We need you to get to that sector and defend our ships from that attack until reinforcements can be sent.*

## Mission Details

* Enemies will spawn in waves with increasing difficulty for each wave until either the trainee’s ship is destroyed or the mission ends.

## End Conditions

* Trainee Ship Destroyed -> Debrief
* Trainee’s Retreat -> Debrief

## Reference

* Waves Scenario

## GM Reference

Start red alert at 11, start spawning enemies at 1105

**Spawn Next Wave**

What it does

Spawns a wave of enemies randomly in the vicinity. Often spawns some wayyy out in nowhere, I usually drag the enemies closer just outside of the players view

When to do it

Every 1:30 – 2 minutes

# Mission 3 – Retrieve the Data

## Summary

The trainees will be tasked to retrieve data from a satellite on the border of hostile space before an approaching enemy force captures it. This will require crew members leaving the ship.

## Timing

The mission will have a hard cap of 15 minutes.

## Intended Outcome

**Prioritize and Execute**. The trainees will be faced with some difficult choices on what to prioritize.

## Mission Assignment

*We have received reports that a hostile force is en route to one of our satellites on the border of our space. This satellite has crucial data that must be retrieved before the Exuari get their hands on it. Retrieve the data and return it to the command. Do not allow the Exuari to have it. Make you way to Sector H8 to collect the intel.*

## Mission Details

* The crew will have to drop at least two members on the station to retrieve the data. They must:
  + Find Room \_\_\_\_\_.
  + “Decrypt the Password” (i.e. complete an easy puzzle)
  + “Retrieve the Hard Drive” (i.e. unlock the case and grab the hard drive)
  + Return to the ship & deliver the data to the Dock Master.
* Shortly after the crew boards the station, hostiles will arrive.

## End Conditions

* Trainee Ship Destroyed -> Debrief
* Data retrieved and returned to command -> Debrief

## Reference

* Edge of Space Scenario

## GM Reference

I think this is the most chill mission for GM. It takes roughly 15 minutes, and there’s no spawning extra enemies or moving things around usually.

**Docked at Station**

What it does

Sends a message welcoming them to the station, and tells them to send two crew members to the data storage

When to do it

When they dock at the new station, I try to wait until the loud docking sounds calm down. This is where GM or Josh tells them that Captain and Science officer are to leave the room and go retrieve the data

**Enemies Arrive**

What it does

Spawns a few enemy ships outside and tells Relay that enemies arrived

When to do it

About 10 seconds after Captain and Science leave the room

**Data Retrieved**

What it does

Sends a message saying Good Job, return for debriefing

When to do it

When they return to the original dock with the decoded data

**Data Lost**

What it does

Sends a message saying you suck, the war is lost, the data is wasted, and return for debriefing

When to do it

If the timer runs out

## GM Reference – Mission 4 AMBUSH

This should take 15 minutes. Theoretically, from here onward the GM shouldn’t have to do much. Everything should be scripted out, but we have buttons to trigger things should the players be taking too long or something doesn’t happen. EXCEPT FOR DEFEAT MESSAGE, that one you can trigger manually if they run out of time. Make sure you’re keeping up with what they’re doing and only trigger events if they haven’t triggered.

A picture containing text

Description automatically generated**Drop Intel**

What it does

Destroys the target Kraylor ship – this one ->   
Which drops the intel they’re supposed to grab

When to do it

If they’re taking too long to find the ship

**Spawn Enemies**

What it does

Spawns enemy ships by the team and enemy + friendlies by the station, but the ones by the station won’t move

When to do it

If they don’t spawn when they’ve picked up the data

**Activate Enemies**

What it does

Activates the enemies and friendlies by the station

When to do it

When they return to the station if they aren’t activated

**Bring Enemies**

What it does

Moves the active enemy ships that spawned in D7 towards the station, if they’re still alive

When to do it

After they’ve killed one enemy ship near the station

**Defeat**

What it does

Puts a message on their screen that they lost

When to do it

If time runs out

**Victory**

What it does

Puts a message on screen that they won

When to do it

Only if they killed all enemies and docked

## GM Reference – Mission 4 FUNNEL

This should take 15 minutes. This one is very straightforward, if anything GM might just have to move enemies around or something

**Start Moving**

What it does

Sets all the CPU ships to roam instead of idle

When to do it

If ships aren’t moving after players undock, which is when it should auto trigger

**Return Home**

What it does

Sends a message to Relay saying “Hey good job, you got the intel, now come back”

When to do it

After they’ve docked at the other station, should happen automatically

## GM Reference – Mission 4 COLLABORATION

This should take 15 minutes. This one is very straightforward, if anything GM might just have to move enemies around or something

**Start Moving**

What it does

Sets all the CPU ships to roam instead of idle

When to do it

If ships aren’t moving after players undock, which is when it should auto trigger

**Return Home**

What it does

Sends a message to Relay saying “Hey good job, you got the intel, now come back”

When to do it

After they’ve docked at the other station, should happen automatically

# Detailed Schedule

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **AM** | ***T1 Location*** | **Team 1** | **Team 2** | ***T2 Location*** |
| **7:30** | *Emerald* | Arrive & Check-In  *Josh Church* | | *Emerald* |
| **7:35** |
| **7:40** |
| **7:45** | Welcome  *Josh Church* | |
| **7:50** |
| **7:55** | Principle Review  *Molly McManus* | |
| **8:00** |
| **8:05** |
| **8:10** | Station Tutorials  *Jo Jabour*  *Josh Church* | |
| **8:15** |
| **8:20** |
| **8:25** |
| **8:30** | *Huddle Room* | M1 Planning | *Break / Stall* | *Splat Lab* |
| **8:35** |
| **8:40** | *V-Lab* | M1 Execution |
| **8:45** | M1 Planning |
| **8:50** | *Huddle Room* | M1 Debrief |
| **8:55** | M1 Execution | *V-Lab* |
| **9:05** |
| **9:10** | M2 Planning | M1 Debrief | *Splat Lab* |
| **9:15** |
| **9:20** | *V-Lab* | M2 Execution |
| **9:25** | M2 Planning |
| **9:30** | *Huddle Room* | M2 Debrief |
| **9:40** | M2 Execution | *V-Lab* |
| **9:45** |
| **9:50** | M3 Plan | M2 Debrief | *Splat Lab* |
| **9:55** | *V-Lab* | M3 Execution |
| **10:00** |
| **10:05** | M3 Plan |
| **10:10** | *Huddle Room* | M3 Debrief | M3 Execution | *V-Lab* |
| **10:20** |
| **10:25** |
| **10:30** | *Emerald* | *Break / Stall* | M3 Debrief | *Splat Lab* |
| **10:35** |
| **10:40** |
| **10:50** | Final Debrief  *Molly McManus; everyone helps.* | | *Emerald* |
| **10:55** |
|  | Certificate Handout  *Josh Church* | |
|  |
|  |  | *Training Completion & Break* | |  |
|  |  |  |
|  |  |  |