1005 :: Week 2/3

What we will do with four people:

Separate all tasks of the documentation into 4 stages of completion TODAY
- STAGE 1 :: DUE March 27 ALPHA
    - Today
        - Game Concept (Altogether)
        - Artist
            - Art part of the implementation doc
            - Prototype (Start.. and finish by DUE DATE)
        - Designer
            - Detailed Design from Game requirements
        - Engineer
            - Technical Contraints of Game Requirements
    - This Week after today
        - Artist
            - Prototype (Start.. and finish by DUE DATE)
        - Designer
            - Structured design for the implementation doc
        - Engineer
            - Structured design for the implementation doc
    - Game requirements Implementation doc DUE MONDAY (LAST DAY) March 25
    - Filled in Template for Game Plan and Presentation
- STAGE 2 (FINAL) :: DUE April 3   BETA
    - Game Plan
    - Presentation
    - Feedback and iteration for the proposal
- Week 14 DUE Wednesday April 10
    - slides
    - presenting

Print out the 5 PDFs
Send team a message that outlines all 5 PDFs
- the expectations of tomorrow's work period
- how to be prepared for it
- what is the contingency and failsafes if the pre-prod. schedule is delayed > Weekly discord meetings: Ask for an update and for other issues, questions or concerns once a week
- The goal of this documentation is to see if we can work well together as a group. Make that clear

Proposal   <mark>IN PROGRESS</mark>

First Semester's Pre production schedule
- When the team will meet up on discord voice chat in the next 3 weeks weekly
- All the tasks need a gradual 4 step milestones over the next four weeks

Evaluating Goals and tracking adjustments

PRE-PRODUCTION CHECKLIST	Y / N	NOTES
CONCEPT		
Is initial game concept defined?		
Are platform and genre specified?		
Is mission statement completed?		
Are basic game play elements defined?		
Is prototype completed?		
Is risk analysis completed?		
Is the concept pitch ready for approval?		
Have all stakeholders approved the concept?		
Is project kick-off scheduled?		
GAME REQUIREMENTS		
Are "must have," "want to have," and "nice to have" features defined?		
Are constraints defined and accounted for in feature sets?		
Are milestones and deliverables defined?		
Has technology been evaluated against the desired feature set?		
Are tools and pipeline defined?		
Is basic design documentation completed?		
Is basic technical documentation completed?		
Is risk analysis completed?		
Have all stakeholders approved the game requirements?		
GAME PLAN		
Is budget completed?		
Is initial schedule completed?		
Is initial staffing plan completed?		
Have core team members approved the schedule and staffing plan?		
Have all stakeholders approved the game plan?		

by Filip Krstevski

Roles- Everyone picks a role Which position are you looking for?

Examples of roles
    Producer
    Lead Engineer Programming: AI, Optimisation, Porting the game on more platforms, interactivity, UI, Mathematical patterns in terms of system design, level designing
    Lead Artist Art (sound too): 2D art, Animation (even preformances), modelling, environment, lighting, character behaviour, theme, content creation overall
    Lead Designer (Programming too)

    Not required for our project
        Writing: Narrative, character development, world lore in it's entirety to a competitive level of detail, lyrics
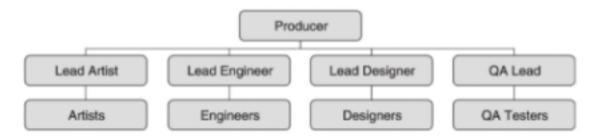   QA :: Formal playtesting
    Sound Direction: Instrumental compositions, Sound quality, voice acting
Team Organization

Team Organization

- ## Varies based on scope of the project

Small team with producer–lead structure.

What do you think the job responsibilities are for that position?
What skills do you bring and more importantly what skills do you expect to develop by working on this project?
What are your strengths? What are your weaknesses?
How do you think your team sees that role on the team?
How do you see that role on this
team?
What do you need from your team to be effective, what do you expect?
How much do you think you need to know about the other roles to communicate effectively and to make sure your work is valued and used appropriately.
What do you want in terms of benefits in the production schedule such as Free time during reading week, group discussions, etc. how do they expect to work in terms of weekly delieverables, collaboration?

Game Plan

Role	Duration	Notes
Lead Artist	24 months	Need for preproduction, production, code release.
Concept Artist	10 months	Need for preproduction and part of production.
World Builder 1	12 months	Need for production.
World Builder 2	12 months	Need for production.
World Builder 3	12 months	Need for production.
Texture Artist 1	8 months	Begin after first round of levels are geometry complete.
Texture Artist 2	8 months	Begin after first round of levels are geometry complete.
Lead Designer	24 months	Need for preproduction, production, code release.
Designer 1	18 months	Need for production.
Scripter 1	8 months	Will start after first round of levels are built and textured.
Scripter 2	8 months	Will start after first round of levels are built and textured.
Producer	24 months	Need for preproduction, production, code release.
Lead Engineer	24 months	Need for preproduction, production, code release.
Engineer-Multiplayer	16 months	Need to start right after preproduction.
Engineer-Tools	18 months	Need to start right after preproduction.
Lead QA Analyst	24 months	Need for preproduction, production, code release.
Tester 1	10 months	Part-time for alpha, full-time at code freeze.

by Filip Krstevsk

A leader does not wait around until the group takes initiative. The lead takes initiative to message the members individually and get to know them. Addressing the group as a whole is great but not enough.
Expect to be responded to. Ask again.
I should know the schedules of my team so I message them about deliverables only when its appropriate. NOT when they have work or an exam that day
Leader can pull together a group of people to achieve a shared vision through motivation, clear and timely communication
Leader makes everyone feel a sense of ownership through personal relationahips with each group member that needs to be maintained as a RESPONSIBILITY to the well being of the team and the project.
Should not be concerned with providing training and feedback to an appropriate extent
Group activities, ice breakers, and brainstorming helps everyone on the team know everyone else and what they do in their workflow. Ask them to teach the others on how they achieve the task at hand which doubles as cross-training. Plan for this in the schedule. the 2 hours per week is not just for the effective project delivery

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Project Management Notes
    Cons
    – Most methods engineering focused
        • Less for design and art
    – Resistance from the team
        • Fear of micromanagement, stifle creativity and innovation

Talk to each lead separatly to figure out the details of the project

Team website:

Schedule 20 minutes after 1005 class every week as a written doc
Weekly status reports, I need to provide this to keep everyone updated on each other's work. They update me independently.
They need to let me know in advance about Vacations and absences

PDFs Milestone deliverable descriptions, UPLOAD TO A SHARED DRIVE
  Forms
    Apply for GDC
    Apply for IGDA free account for students
  Key milestone deadlines
    Names and tasks for each team member just like the production schedule
  Process guidelines
    George Brown Coding Standards Document
  Previous Team Assignments
    Team Presentation
    Initial concept