

# Tasks



## Leadership

- Do every task nobody is assigned to
  - including payments
- Support / motivate all involved
- Make core decisions
- Initiate action
- Authorize task leaders

## Management

### Organization

- Organize team meetings
- Organize communication
- Set milestones
- Schedule tasks
- Make important decisions

### Finance

- Keep track of costs
- Predict possible costs
- Write down your findings (eg. Excel)
- Report to Leadership

### Legal

- Step in any legal discussion
- Give advice
- Monitor content

## Audio-Visual

### Design

- Come up with an overall design
- Create / delegate mockups

- Present mockups
- Approve content

## Graphics

- Create commissioned art
- Be creative. Do your thing.
- Consult the Design team

## Music & Sounds

- Pick suitable music
- Check legal rights

## Development

### Framework

- Suggest render technology
- Implement design decisions
- Implement chat commands
- Program framework for modules
- Implement automatic detection of failures
- Test own creations
  - Include others to improve quality

### Modules

- Plan modules / games
- Program modules / games
- Consult the Design team
- Ask for graphics / sounds
- Test own creations
  - Include others to improve quality

## Software

### Operating System

- Pick suitable operating system
- Test configurations
- Write configuration guides

## Renderer

- Suggest suitable render software
- Improve quality
- Reduce system / network load
- Test configurations
- Write configuration guides

## Broadcaster

- Pick suitable broadcast software
- Improve quality
- Reduce system / network load
- Test configurations
- Write configuration guides

## Server

### Broadcast Account

- Administrate accounts
- Keep credentials safe
  - Only share them with those who are involved in those tasks
  - Inform about secrecy
- Write / update account description

### Testing Setup

- Prepare for production
- Implement server monitoring / controls
  - Focus both on development and production
  - Moderators need alarms / restart
  - Developer need logs / feedback
- Implement automatic detection of failures

### Production Setup

- Push test to production

## Contact

### Channel Moderation

- Moderate chats

- Answer questions
- Be open-minded and friendly
- Redirect requests to other teams
- Fend off troublemakers

## Incident Management

- Ensure you are able to restart everything
- Inform other teams about failures
- Keep the service running!
  - Or close it and inform viewers
- Prepare for failures (work out a plan)
- Be available all the time
  - For alarms and the teams
  - Via mail or phone

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