<u>Calendar</u>

Week 1 (Dec 5th – Dec 12th)

 The first initial meetup to discuss the project with everyone. Begin discussing the tournament structure, the games to be played at the event & introducing marketing team.

Week 2 (Dec 12th – Dec 18th)

 Second meetup; Finalizing dates for the pre-limbs to take. Setting a deadline for qualifiers. Determine if pre-limbs should be done during club hours only or outside of them as well.

Week 3 (Dec 18th - Dec 23rd)

- Third meetup; Adding important dates to mock calendar, start discussing advertising posters and list of potential sponsors, being creating list for system requirements needed to make the show run.

Week 4 (Jan 23rd – Jan 30th)

 Fourth meetup; Start finalizing equipment list and dates that the equipment is needed, finish mock calendar, finalize rule of thirds for video content and presystem layouts from all depts draft is due next meeting.

Week 5A (Jan 30th – Feb 6th)

Fifth meetup; Discuss and finish up a finalized system diagram and equipment list.
(drafts)

Week 5B (Feb 4th – Feb 6th)

- Sixth meetup; Finalize the system diagram for the prelims, finalize shot list for prelims & finalize equipment list for prelims.

Week 6 (Feb 6th – Feb 13th)

- Discussion meeting between sound, lighting & video departments regarding where the equipment will be placed within the venue.

February 14th

 Testing basic video livestream system for preliminary tournament. Basically, get an idea for what settings will be used for stream encoding and where to place equipment.

February 20th

Final test for video livestream system before preliminary tournament begins.

February 21st

- First day of tournament Prelims begins; livestreaming for Tekken 7 tournament.

February 27th

 Meeting between culmination students and video system technical advisor to discuss final ideas to prepare for live tournament in May 2020.

February 28th

- Second day of tournament Prelims begins; livestreaming for Dragonball FighterZ tournament.

March 3rd

 Finalized equipment list for all departments must be submitted for evaluation by faculty.

March 6th

- Final day of tournament Prelims begins; livestreaming for Super Smash Bros Ultimate tournament.

March 10th

- Finalized system diagrams for all departments must be submitted for evaluation by faculty.

March 11th

 Meeting with video system technical advisor to discuss any required or missing video content that will be needed for the final tournament that will be held in May.

March 26th

- Cuing meeting

April 2nd

- Load in

April 9th

- Computer testing

April 21st

- Video content will be finalized.

April 28th – May 1st

Final testing for all departments for tournament in May begins.

May 4th

Rehearsal meeting

May 8th

- Day of the Tournament!

May 11th

Postmortem