Functional Area - Operations Management

Title	Prepare asset list
Code	107921L4
Description	This unit of competency applies to all Digital Media Technology (DMT) practitioners who are involved in the development of game and animation products. Assets are everything that contributes to the visual appearance of the game and / or animation, which may include artwork, sounds, video, maps, and other data. This UoC is concerned with the necessary knowledge, skills and procedures in handling an application's asset, in the capacity of a designer.
Level	4
Credit	3

Competency	Performance Requirements
	1. Knowledge for game and animation assets
	
	• Fully comprehend the contents and details of the game and / or animation application in concern
	• Understand the technical requirements for accommodating and operating the application
	• Understand the current trend of the digital media industry and users' preferences
	• Understand all application components that are visible to the users
	• Possess good knowledge about the wide range of assets, such as:
	    o 2D sprites, 3D models
	    o Missions, levels, areas
	    o Text and dialogue
	    o Textures
	    o Key framing and motion capture
	    o Sound effects, music and special effects, etc.
	• Possess proficient programming techniques for applications development
	
	2. Prepare asset list
	
	• Prepare a list of things that are useful and will go into the game and / or animation in concern, including items in the above asset list and anything else that is presented to the users
	• Gather the required elements from different sources and through various means, such as:
	    o Free downloads
	    o Purchase from commercial sources
	    o Use video clipping tools to create video clips for sound effect production
	    o Use appropriate text to describe required graphics for creation by artists
	    o Arrange artists to develop concept art and asset sketches as a springboard for developing real game assets, etc.
	• Ensure that the above pieces of data / visual elements:
	    o Are in a format that can be presented to the users
	    o Can be plugged into the application engine
	• Establish a centralised registry of the selected assets to describe:
	    o Their property settings
	    o Actions that the project system should perform on the asset
	• Review the coverage and properties of the asset list with members of the development team
	• Monitor and maintain the asset list throughout the entire application development life cycle, including the addition, amendment and removal of elements when deemed necessary

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	3. Exhibit professionalism • Always fully devoted and committed to all activities related to the preparation of the asset list • Always take the perception and preferences of players as first priority considerations in the process of asset list preparation
Assessment Criteria	The integrated outcome requirements of this UoC are the abilities to: • Able to prepare a comprehensive asset list for use by the game and / or animation application in concern; and • Able to maintain the asset list in an accurate and updated status
Remark	