Quick Start basics: Data transfer

1. Data needed to build your 4D environment application

1.1 First transfer occasion
- Landing page data
  - Four images (jpg format) that illustrate your project – these should be re-sized/re-sampled to
    - 72 dpi
    - 1000 x 640 pixels in dimension
    - named
      - slider-one.jpg
      - slider-two.jpg
      - slider-three.jpg
      - slider-four.jpg
  - logo image (max dimension 155 pixels wide x 85 pixels high)
- MiniMap folder, containing
  - A plan /drawing for each floor level surveyed saved in png format and named using following convention
    - Level0Plan.png
  - Copy of MinimapNodeSurveyData.xls including pixel offset and conversion values for each floor level plan provided
  - Copy of 'surveys.csv' containing survey id and date for each completed survey to be included in this 4D build
- 'Resources' directory containing
  - basic resources for the tour (if not all projected learning activity topics) filed in appropriately named folders
  - ResourceInventory.xls listing all these resources
- surveyX folder for each completed survey rendered in Panotour to be loaded (all relevant node panoramas should be included in the survey 'virtual tour')

1.2 Subsequent transfers should include:
- new panoramas/surveyX folders
- up-dated 'surveys.csv' containing these survey ids
- if/when up-dated/revised since previous transfer occasion
  - MiniMap folder with additional floor level plans and
    - updated MinimapNodeSurveyData.xls
  - 'Resources' directory including
    - updated ResourceInventory.xls

2. Quality control before transfer

Carry out the full quality control process on all data being delivered (see 'Quick start Data quality checking') ensuring

- all folders and data files follow requisite structure and naming conventions
- no inconsistencies between resources included in the ResourceInventory.xls and their location and details in the Resource directory
- all fields are filled for resources entered in the ResourceInventory.xls
- the panorama image files of each node surveyed on a single date are included in the virtual tour rendered for that survey
- each panorama in a virtual tour has a starting orientation (preferably to north) consistent with others in the same tour as well as that in earlier survey tours
- pixel values for plan and node coordinates are accurate
- all surveys to be loaded into the 4D application are represented in 'surveys.csv' file

3. Agree transfer and build arrangements

You will need to agree with eLIPSE

- Build/ re-build frequency during project
- Billing arrangements
- Timing for first and subsequent transfers
    - o obtain a multi-use voucher from eLIPSE for Cloudstor, if your organisation is not a member of AARNet

4. Zip data into appropriate 'data packages' for transfer

- One Survey folder per 'package' only
- Resources as a separate package
- Landing page contents can be bundled with MiniMap folder

5. Upload each package to Cloudstor

Mail with appropriate identification/message to eLIPSE at elipse-devsactual@lists.eait.uq.edu.au