Table 1: Resource needs for our project

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| **Deliverable** | | **Resource name** | **Amount of resource required in (hours) or (number of items)** | **Cost** |
| **Tasks** | **Description** |
| 1 Planning | Prepare meeting. | Team members meeting | 8 hours (2x4 hours) (3 people) | 8 x $30 = (240 x 3) = $720 |
| 1.1 Brainstorm | Jot down ideas or make notes during the sessions. | notebook and pen | 3 Notebook, 3 Pens | 3 x $1 = $3  3 x $1 = $3 |
| 1.2 Stakeholder register | We are analysing and planning around our stakeholders. | Microsoft teams | 1 hour (3 people) | 3 x $30 = $90 |
| 1.3 Persona and their reviews | Create 3 personas and review them. | Microsoft word | 1 hour (3 people) | 3 x $30 = $90 |
| 1.4 Progress Report 1 | Wrote our experiences and troubles in the project. | Wrote our experiences and troubles in the project. | 1 hour (3 people) | 3 x $30 = $90 |
| 1.5 Meeting report 1 | Write down the major topics covered and provide key points. | Microsoft word | 1 hour (3 people) | 3 x $30 = $90 |
| 2 Start Developing | Design a website. | Laptop | 3 Laptops | 3 x $500 = $1500 |
| 2.1 Developing versions | Project version management. | GitHub “Team” membership | 1 hour (3 people) | 3 x $3.67 = $11.01 |
| 2.2 Program set-up | Coding software | Visual studio professional subscription | 1 hour (3 people) | 3 x $45 = $135 |
| 2.3 Resource needs | Resources needed for the project | Microsoft word | 1 hour (3 people) | 3 x $30 = $90 |
| 2.4 Gantt Chart | Kept track of ongoing tasks and finished on to keep by the scheduled dates | Microsoft Excel | 1 hour (3 people) | 3 x $30 = $90 |
| 2.5 Progress Report 2 | Wrote our experiences and troubles creating the project. | Microsoft word | 1 hour (3 people) | 3 x $30 = $90 |
| 2.6 Meeting report 2 | Write down the major topics covered and provide key points. | Microsoft word | 1 hour (3 people) | 3 x $30 = $90 |
| 3 Risk Register | Thought of risks and their assessment | Microsoft word | 1 hour (3 people) | 3 x $30 = $90 |
| 3.1 User testing | Different scenarios and their status and remarks | Microsoft word | 1 hour (3 people) | 3 x $30 = $90 |
| 3.2 Finalizing of Website | Made some final adjustments from user testing | Microsoft Excel | 1 hour (3 people) | 3 x $30 = $90 |
| 3.3 Progress Report 3 | Wrote our experiences and troubles finishing the project | Microsoft word | 1 hour (3 people) | 3 x $30 = $90 |
| 3.4 Meeting report 3 | Write down the major topics covered and provide key points. | Microsoft word | 1 hour (3 people) | 3 x $30 = $90 |
| 3.5 User acceptance testing | Test the website from the point of a user and evaluate it. | Microsoft Excel | 1 hour (3 people) | 3 x $30 = $90 |
| **Total** | | | | **$ 3632.01** |

Reference: Excelonist (n.d.) *PM template*. htttp://www.Excelonist.com.