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| EMAIL | |
| **From** | Mohammed Mahin Ibnay Mamun (Project Manager) |
| **To** | Mr Elves (Client) |
| **Subject** | upgrade the infrastructure and software at one regional office. |
| Dear Mr Elves,  I want to start by expressing my gratitude for the chance. As the project manager, I can gladly state that the project was finished on time and within the allocated budget while also fulfilling the specifications. The requested system would be able to:   * monitor deployed e-learning solutions * support development of its learning platforms * integrate with the company’s central systems * enable remote and collaborative working for developers.   According to you, the new system will:   * provide quicker access during peak times * minimize security risks * improve customer support * allow more effective support and maintenance for deployed solutions * provide improved development, testing and integration tools for developers.   As you requested, my team has created a system that calls for the following:   * a customized development, testing and integration system * customer management and support system * the installation and configuration of a local server * the installation of network infrastructure * deployment and configuration of a cloud server * new equipment and training for staff.   This project is expected to cost £145,000 in total, which will pay for all necessary outcomes. It is projected that a portion of this funding will be needed to buy and install system hardware. This budget covers creating the software and application as well as paying the wages of all team members, including senior software developers, software developers, cloud engineers, junior cloud engineers, senior network engineers and junior network engineers.    I calculated the costs of each task against the salary of the employees using the table you so kindly provided. I calculated this by learning how many hours the employee needs to finish the job. I calculated their hours and multiplied the result by the hourly rate.  All the calculations are produced on my ‘resource costs + material cost’ word document. I will provide you with a link below to access the document and check each individual payment. The task's name and the associated cost are listed in in the document Aswell as on the Gannt chart. The price of all the necessary equipment has also been added. I was able to calculate how much of the budget, or a total of £105,873, I needed to do the mission by constructing this.  The project was estimated to cost £145,000 in total, but after I assessed the cost of the necessary equipment and employee pay, I discovered that the true cost was just £100,873. This shows that the actual cost is lower than the projected budget. Please refer to the updated Gantt chart that I've attached below this email if you have any questions. The Gannt chart was created to show what days each task will be worked on. As mentioned in you brief, I have made the Gannt chart compatible for 5 days of the week. This means the employees will have the weekend off.  I was able to manage the senior software developers, software developers, cloud engineers, junior cloud engineers, senior network engineers and junior network engineers. By making sure they were working on their assigned tasks and communicating with their subordinate staff members, we were able to complete the project successfully.  I'm hoping that this email and the additional documents that provide proof of this project reach you as soon as possible. Please don't hesitate to get in touch with me again if there is ever a miscommunication. I'd be pleased to accept further projects in the future if you are satisfied with my work.  Your sincerely: Mohammed Mahin Ibnay Mamun | |