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| **SLmS**  **(Sales Learning Managemnt System)**  **Between**  **Forrest Performance Group**  **and**  Scolere | |
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**TABLE OF CONTENTS**

1. About this Document 5

2. Purpose of SOW 5

3. Introduction and Exécutive Summary 5

5. Project Overview 6

6. Scope of Service & Solution 7

6.1. In-Scope 7

6.2. Application Users 7

6.3. High level requirements for LMS 8

6.3.1. Admin Portal 8

6.3.2. Web Application 8

6.3.3. iPhone App 9

6.4. Out of Scope 10

7. Project Implementation Plan 11

7.1. Life Cycle and Deliverables 11

7.2. High Level Project Plan 11

7.3. Critical Success Factors 12

8. Delivery Acceptance Criteria 12

9. Project Communication and Governance Plan 13

9.1. Project Governansce 13

9.2. Communication Plan 14

10. Change Management 15

11. Escalation 15

12. Roles & Responsibilities 16

12.1. ForrestPG 16

12.2. Scolere 17

13. Assumption and Dependencies 18

13.1. Assumptions 18

13.2. Dependencies 19

14. System Environment (Development & Deployment) 20

14.1. Hosting & Server 20

14.2. Third Party/ Open Source 20

14.3. Development Environment 20

14.3.1. Server Side 20

14.3.2. ForrestPG Side 20

14.3.3. Database 20

14.4. Deployment Environment 21

14.5. Deployment Guidelines 21

15. Project Schedule Costing & Effort 21

16. Financial 21

16.1. Project Costs 21

16.2. Payment Terms 22

16.3. Cost Assumptions: 22

16.4. Project Termination 22

16.5. Project term 23

17. Consulting & Solution Service Agreement 23

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# About Document

This Document is a Statement of Work (“SOW”) will act as Master Vendor Services Agreement (”Agreement”) dated between Forrest Performance Group and Scolere and is subject to and incorporates by reference the provisions of the Agreement.

This Statement of Work (SOW) describes the services to be provided by Scolere for implementation of following stores retail applications:

* Native iPhone Application for Students
* Web Application for teachers
* Web Application for Admin

# Purpose of SOW

The purpose of this SOW is to document the scope of work for **Scolere** and provide a solution to Forrest Performance Group for Learning Management System,

This SOW describes the Services and Solution that Scolere is proposing to Forrest Performance Group. It is aimed to leverage Scolere’s Project Management skills, Applications expertise, Technology expertise, Software Development expertise, Quality Assurance/Testing processes and proven/predictable/repeatable methodologies to drive operational excellence in the sustaining engineering and support of Forrest Performance Group’s LMS Solution.

This Statement of Work (“SOW”) outlines the activities that will be performed by Scolere for a period of 13 weeks from 06/20/2015 to 9/8/2015.

Scolere will provide the necessary expertise and professional services for this work in an onsite/offshore model and Forrest Performance Group will provide access to necessary resources, environments and facilities to execute the project in timely & professional manner.

Scolere will execute this SOW on a Fixed Cost, with a comprehensive clarity and confirmation of project scope & timelines.

Scolere will execute this SOW at Scolere’s offshore facilities in Noida, India.

This SOW outlines the role, responsibilities and activities which will be performed by Scolere as part of this offshore based delivery of the project/ work package identified and detailed in this document. The SOW includes Scope of Work, where the work must be performed, Span of Project, Schedule of Deliverables, Applicable Standards, Acceptance Criteria, Special Requirements of hardware, software, specialized workforce, travel, Payment Schedule, and Miscellaneous important points.

There is a possibility of addition of new modules into the SOW through Change Request if a requirement comes in future or during the execution of the project. Change Requests will be addressed through separate SOW after doing requirement change analysis.

# Introduction and Exécutive Summary

Forrest Performance Group (henceforth referred to as “ForrestPG”) has planned to develop and rollout the Sales Learning Management System (SLMS) for High School Students which includes

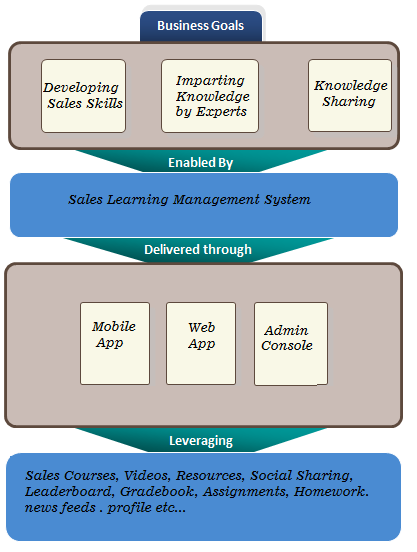
1. A native iPhone Application for Students for following activities
   1. View and attend online Courses, Module, Contents
   2. Doing Home Work assignments
   3. Leader board access for self performance
   4. Accessing news To Create and manage Master databases of Schools, Classes, Sections, teacher, Students and courses
   5. To do mapping for various sections for schools, teachers and courses and students
   6. Configuration option for allowing various configuration
   7. Ability to generate reports for various forms of database
   8. feed and other activities for fellow school students/courses/peers
   9. Sharing links, articles links to other Social Media Application (facebook)
   10. Ability to share the feeds and links to social media platform
2. A Web Solution for Teacher for following activities
   1. To View and Access various Schools, Classes, and Sections they are associated with
   2. To see and continue the progress for selected course for a particular class
   3. Ability to provide Home Work assignments for students of class
   4. Ability to review the assignments bases on the defined parameters
   5. Leader board access for Schools/Classes/Section performance
   6. Accessing news feed and other activities for fellow school students/courses/peers
3. A Web Solution for Admin for following activities
4. The Solution will be hosted on a Cloud server allowing connectivity and courses to be made available to use in online mode

# Project Overview

The Learning Management System is intended to be developed as providing synchronous and asynchronous sales learning videos, courses, and quizzes and scope board for the High School students. The solution will provide a platform to Students showcasing sales videos in classroom, do assessments review scores and generate reports and certificates for the users. User will be able to view the LMS news feed for the videos, certificates of community. Users will be able to like, share, hash tag vides bases on preferences and prioritization by the engine

**Scolere** will follow the develop the following solution

* iPhone App for Students accessing courses, vides, quizzes, and social sharing
* iPad App for Students accessing courses, vides, quizzes, and social sharing
* Web Console for user to access the content online
* Admin Console to add course contents in backend system

**

# Scope of Service & Solution

The scope of development of this project is described in the subsequent section(s) of this document.

# In-Scope

* iPhone application Development(Limited to Portrait Mode)
* Admin Console for backend Access(Limited to Chrome)
* Web Console for Application Access(Limited to Chrome and Safari)
* iPhone/iPad application Development(Limited to Portrait Mode)
* Scolere is responsible for development, unit testing, and functional Testing.
* iOS Native Application Support will be for iOS 8.X in portrait mode for iPhone 5 , iPhone 5 S, iPhone 6 and iPhone 6 Plus devices
* Browser Support for Web Application will be Chrome 43.x and above

# Application Users

There will be 4 types of users which will be using the LMS

* Student: User of iPhone Application
* Teacher: User of Web Console who will showcase the videos to High School Students in Class and will assign the students test and create and have the leader board access
* Mentor: Mentors will be student who has cleared the courses and have some specific additional feature access to application as compared to Student(Phase 2)
* Admin- To upload the content, courses, Tests; User will be able to create new users and assign roles to new users. (Phase 2)

# High level requirements for LMS

# Admin Portal

Admin portal handles all administrative functionalities for the LMS. It governs the schools, teachers, students, courses, modules, sales video resources and its relationships among them. The Admin Portal will be part of **Phase 2 Release.**

* Admin will be able to manage and upload school information (School Name, Classes, Sections) which will have access and its content in LMS
* Admin will be able to manage and upload User information (Teachers) which will can mapped to school, classes section and specific courses they will be teaching
* Admin will be able to manage and upload User information (Students) which will can mapped to school, classes section they will are enrolled
* Admin can upload courses for the Application. Any Training Sales Course can have a series of lesson/steps/chapters which are required to be completed for the sales course. Each lesson/steps/chapters can have multiple videos associated with it which are required to be completed for grading and certifications.
* Admin can upload the quizzes and questionnaire against the Videos and Courses along with its respective information like authored by, publishing date, trainer, search meta data

# Web Application

* Web Portal will be used by teachers. It will facilitate teachers to organize courses and assignments. Following functionality will be given via Web Portal.
* Teacher can see following modules when they login to web portal
  + School/Profile(Phase 1)
  + Courses(Phase 1)
  + Assignment(Phase 1)
  + Leaderboard(Phase 2)
* Through **School/Profile Module**, a user (teacher) can see his profiles to see for what all school classes, section and course the teacher in mapped with by the Admin
* Through **Course Module**, teacher can select a specific course for a specific school/class/section; can see its progress and resume completing the course.
* Through **Assignment** **Module** the user can create the assignment, see the assignment status; review the assignment based on set parameters to students and track its progress. Teacher will be able to authorize and generate the certificates which will be generated after the successful completion of assessments
* Through **Leaderboard** **Module**, The user can see the performance for selected school/class/section and course. Teacher can have the view of the Students score through the LMS Grade book; which will be used to generate certificates and share on to the LMS Mobile Application
* Teacher will be able to assign mentors for a particular course or class.
* Teachers will also have access to instructions and help page in the web portal which will contain details about features and capabilities of the application.

# iPhone App

The native application will be having following modules for LMS

* Registration- User Register with his profile credentials in the application
* Authentication- User can login with email id or Facebook ids to the app

Since each User will be associated with a school and as the user logs in the app will be loaded with the logo of the specific school. Once logged in following tabs with functionality listed below will be displayed

* + **Updates(Phase 1)**
    - User will be shown a Facebook like news feed page for the course/recourses/ videos user has access to
    - User can like, share and put a comment on a resource video from the feed.
    - User can select filters for live feed. Filters will be on the basis of district, school and mention the user whose feed user wants to see.
    - User can upload their own videos resources (as part of home work assignment) which can be shared to LMS application
    - User can share Link and Pictures to other users on the LMS Mobile Application
    - User can see the recommended videos bases on preference through the video Recommendation engine; which are most viewed or liked by the users across community or group
    - User can share the videos to Facebook
    - User will be able to see the certificates of the other users and group in the news feed
    - User will be able to hash-tag videos for search
    - User can share URL of article and videos of other web site at the media which can be shared to other users.
    - User will be assigned the Points for Gradebook for sharing links, likes and comments.
  + **Courses(Phase 1)**
    - User will be able to see a course module which will contain the courses that will be assigned to the user.
    - User will be able to see modules in the courses and videos in the modules.
    - User will also be able to see the completion percentage of a particular course next to the course.
    - Below the course videos the assignments of the related courses will be displayed and related videos of the course will be displayed below the assignment.
    - A message will be sent to the teacher when the student completes a course.

* + **Assignments(Phase 2)**
    - Users can create Home work assignment and upload it on LMS.
    - There will be two types of assignment Open and closed.
    - The status of assignment will be automatically pushed to LMS update.
    - User will have capability to see the scorecard next to the assignment if the assignment is evaluated.
    - Assignment will display the course name it is associated with.

* + **Notifications(Phase 2)**
    - User can see all notifications in a notification tab which will keep updating the notifications.
  + **More(Phase 2)**

User will a new page when clicks on more tab. The new page will consist of the following:

* **Settings**: This tab will show the settings related to Update, notifications and user account.
* **Instructions**: This tab will have detailed instructions about using the application and its capabilities and features in detail. Instruction page will also have search functionality where the user can search for a particular topic.
* **Profile**: This tab will display the user profile information like name, school, class, email address.
* **Leaderboard:** This tab will show the users grade in assignments. Students will get scores for sharing links, people giving likes to links a student shares.

# Out of Scope

Activities and deliverables listed below are agreed to be outside the scope of Scolere’s responsibilities for this engagement.

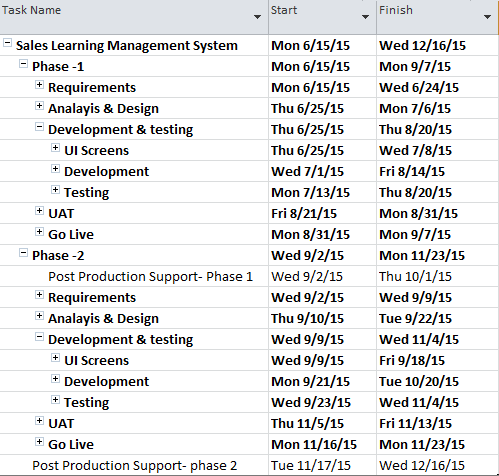
* Functional enhancements which are not defined during Requirement phase.
* Country localizations or specific requirements gathering, analysis or builds for any other country than US
* Supporting rollout of the first Application to more than 1 School
* Support beyond 4 week
* Landscape version support for Native Mobile App
* Anything which is not considered / mentioned as In-Scope is considered as out of Scope

# Project Implementation Plan

# Life Cycle and Deliverables

Scolere recommends multiple phase approach to implement above requirement rather than go as big bang single release approach. Following is the proposed release

# High Level Project Plan



# Critical Success Factors

* Strong sponsorship and active engagement from ForrestPG business users and IT department
* Ability to freeze business and functional requirements during Design phase
* Timely approvals & decisions – Cut down process barriers in the project execution cycle
* Readiness and availability of the technology and infrastructure

# Delivery Acceptance Criteria

ForrestPG shall have the right to accept or reject a Deliverable, such right to be exercised within the agreed time period as stated below. After a Deliverable is delivered by Scolere, ForrestPG will accept such Deliverable if it is in conformity with the acceptance criteria for such Deliverable and satisfies ForrestPG’s standards. Criteria for acceptance include:

* System functional behavior as defined in the Functional Requirement Specification document
* Free of system errors impacting the standard operation of the system.

**Acceptance Period for deliverables:** For each defined deliverable under a SOW, ForrestPG shall have 1 week "Acceptance Period" beginning on the Delivery Date to conduct an acceptance test of such deliverable. During the Acceptance Period, ForrestPG may reject the deliverable if the deliverable does not materially conform to the specifications set forth in this SOW. ForrestPG must provide written notice within this “Acceptance Period” when rejecting a deliverable, citing details regarding the deficiency in the deliverable. Scolere will use commercially reasonable efforts to correct any non-conformities brought to its attention by ForrestPG during the Acceptance Period. This process shall be repeated until the deliverable materially conforms to the specifications set forth in the SOW. Unless such rejection notice is given to Scolere in writing during the Acceptance Period, the deliverable shall be deemed accepted by ForrestPG at the end of the Acceptance Period.

Invoicing: Scolere shall submit invoices to ForrestPG monthly according to the terms of this SOW. ForrestPG agrees to pay each undisputed invoice within thirty (30) calendar days after the receipt of invoice.

**Late Fees**: Delinquent invoices shall be subject to a late fee of one and one half percent (.5%) per month on any outstanding balance or the maximum permitted by law, whichever is less, plus any legal fees incurred in the collection process.

Acceptance of the delivered solution by ForrestPG will be based on the approved SRS document and UI Story board consisting business logic of the proposed solution and phase wise deliverables

Scolere will submit system tested project to ForrestPG, support UAT of the project and provide deployment and post-deployment support. ForrestPG should provide the feedback within 10 business days after completion of a phase as defined in the section 7.0 (Deliverables) else the phase is deemed accepted.

# Project Communication and Governance Plan

Effective communication between Scolere’s team and ForrestPG’s Project Coordinator is the key to ensuring smooth requirements gathering, knowledge transitioning, project tracking and final delivery and deployment of the solution. Therefore, Scolere to adopt the following mode(s) of communication as per requirement

# Project Governance

|  |  |
| --- | --- |
| **Communication Mode** | **Details** |
| Project Kick-off meeting | At the start of the project, the Kick off meeting will be planned between Scolere and ForrestPG stake holders. This Kick-off meeting seeks to:  Ensure common understanding on the Project Scope and Deliverables  Discuss and finalize Project timelines  Identify Dependencies and Risks  Clarify Project Assumptions  Identify the Communication Framework and Escalation Mechanism |
| Status Reports | Weekly (or on mutually agreed frequency) project status reports will be provided to ForrestPG Project Manager. |
| Project Status Review | Project status will be reviewed on weekly (or on mutually agreed frequency) with ForrestPG Project Manager. |
| ForrestPG / Scolere Visits (If required) | ForrestPG can also visit Scolere facilities. This will give ForrestPG an opportunity to meet the offshore (India) team members and discuss project progress and adherence to procedures and standards.  Similarly, visits of the Scolere’s members to ForrestPG will help in providing the team with a better understanding of ForrestPG business and facilitate better understanding of requirements and future initiatives. |

# Communication Plan

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **ID** | **Communication**  **/Type** | **Description** | **Frequency** | **Format /Media** | **Owner** | **Recipient of ForrestPG  Attendees** |
| 1 | Call (Issue/Request) Tracking Sheet | This is an informational document used to capture the Issues /Request received by Scolere from ForrestPG. This document shows the status of the issue/ Request and the person assigned to resolve the Issue/Request. | Daily | Report / Mail | Scolere Delivery Manager | To :Scolere Project Manager  CC: Scolere Delivery Manager , ForrestPG System analyst , ForrestPG Project Manager |
| 2 | Project Status Reports | This is an informational document used to update the steering team, the project team and further project stakeholders about the project progress, performance and issues. | Weekly | Report / mail | Scolere Delivery Manager | To: ForrestPG Group Manager , ForrestPG Project Manager  CC: Delivery Manager , ForrestPG System analyst , , Scolere project Manager ,  IT Director ForrestPG |
| 3 | Project Status Meetings | This is an on-site/ Offshore (India) team meeting to discuss topics from the actual week and to plan for the next week. | Bi-Weekly | Meeting – MOM to be circulated via mail | Scolere Delivery Manager | ForrestPG Group Manager , Scolere Delivery Manager , ForrestPG System analyst , ForrestPG Project Manager  ,Scolere project Manager |
| 4 | Issues Log | This is a tracking document that monitors outstanding issues and assumptions which need a resolution | Update every time a new issue arises | Document/Mail | Scolere Delivery Manager | To:  ForrestPG Project Manager  CC: ForrestPG Group Manager , Scolere Delivery Manager , ForrestPG System analyst |
| 5 | Scope Change Management (Change Control Management) Log | This is a tracking document used to monitor scope changes. | Updated every time a new scope change arises | Document/Mail | Scolere Delivery Manager | To:  ForrestPG Project Manager  CC:  Scolere Deliver Manager , Scolere Account Manager |

# Change Management

Project Manager (PM) will maintain the record of all the change requests using a Change Requests Form and email. A unique Change Request number will be assigned.

The Project Manager will analyze the Change Request for:

* Validity of Change
* Items affected by the proposed change
* Efforts involved
* Effect on Delivery Schedule
* Importance of change in terms of functionality.
* Change in Scope

The Project Manager will analyze the change request for capability assessment to handle changes along with the risk factors. The PM will record the evaluation and its impact in a Change Impact Analysis and Plan Form and update the Change Request Status Tracking Form.

Team nominated by ForrestPG/Scolere will form the Change Control Board.

# Escalation

The First Level and Second Level representatives of the parties for the purposes of Dispute Resolution under the SOW will be:

|  |  |
| --- | --- |
| **Key Stakeholders** | **Representative Information** |
| ForrestPG |  |
|  | First Level Representative  Name: Jason Forrest  Position: |
| Second Level Representative  Name:  Position: |
| Scolere |  |
|  | First Level Representative  Name: Sapan Babbar  Position: Project Manager |
| Third Level Representative  Name: Deepak Nagpal  Position: Sr. ForrestPG Partner |

# Roles & Responsibilities

To provide ForrestPG with the best solution Scolere will use a Dual-Shore model that has in-depth experience in engagements and various technologies used ForrestPG to enable on-time, on-quality, and on-budget delivery to ForrestPG

* Scolere will develop and manage detailed software development plan and manage the day-to-day activities of the SLmS implementation in partnership with the ForrestPG/Scolere Project Managers.
* Scolere will be responsible for developing functional and technical specifications for development objects and workflow utilizing best practices.
* Scolere will provide issue analysis, troubleshooting and defect resolution in support of User Acceptance Testing
* Scolere will provide timely development support for all code defects including testing, version control, release notes, and environment promotion.
* Scolere will give 4 weeks of warranty support for the services delivered as a part of this SOW.
* Scolere will be responsible for all change control and version control management of configuration, development objects, and any software updates required resolution defects across environments.
* Scolere will comply with change control policies and procedures including Change Control Board approval prior to promotion into production.
* Scolere will collaborate with ForrestPG to develop and manage the detailed software development plan for in-scope with respect to 3rd party integration.
* Scolere will provide support for:
  + Moving the Mobile Native application at App Store
  + Build and release process for SLmS applications.

The following Roles and Responsibilities are proposed for the entire duration for ForrestPG and Scolere

# ForrestPG

| **Role** | **Responsibility** |
| --- | --- |
| **Account Manager** | * Sign off Requirements * Sign off Deliverables * Sign off Change Requests * Project Sign off |
| **Business Experts** | * Provide business requirements of the ForrestPG * Resolve queries / issues raised by Scolere project team * Participate in reviewing the requirement documents prepared by Scolere * Participate in reviewing deliverables from Scolere in various phases. |
| **Infrastructure Experts** | * Set up the hardware required for the project * Provide assistance during integration and user acceptance testing |

# Scolere

| **Role** | **Responsibility** |
| --- | --- |
| **Sr. Account Manager** | * Advisor to project & program team * Participate in Steering Committee meeting * Second level point of escalation * Responsible for Complete Customer Satisfaction * Ensure that Scolere team meets ForrestPG’s expectations from the program * Owns budget and timeline of the program |
| **Project Manager** | * Interaction with all 3rd party teams for the successfully completion of project tasks * Participate in daily, weekly status meetings with the ForrestPG * Establish engineering, management, quality processes * Manage, review, prioritize and track the project work plans to stay on time and on budget * Delivery level risk management * Review and approve deliverables * Provide Query / Issue resolution for the team |
| **Technical Architect** | * Interact with the ForrestPG Project Manager and the technical team * Technical Issues resolution for the team * Responsible for the technical documents such as technical architecture, detailed design and its sign off * Oversee the development from a technical perspective * Participate in go-live of the product |
| **Software Engineers** | * Set up environments * Configure product * Write program code and perform unit test cases * Develop technical POCs * Create and restore images for store rollouts. |
| **Business Analyst (BA)** | * Interact with the ForrestPG Project Manager, Business Experts and functional team * Requirements gathering in the Blueprint & Design Phase * Responsible for the requirement document and its sign off * Responsible for the requirement understanding and clarifications to the project team * Oversee the development from a functional perspective. * Responsible for Product Suite setup & configuration * Responsible for Conference Room Pilot |
| **QA Lead** | * Prepare Test Plan * Lead functional testing * Ensure tracking of defect to closure * Report test results * Review of deliverables. |
| **QA Engineers** | * Prepare test scenarios, test cases, test data * Execute functional testing * Report defects in internal defect tracking system (JIRA). |

# Assumption and Dependencies

# Assumptions

The following is a list of assumptions -

* Any additional gaps identified in the blueprint & design phase or otherwise will be handled through the Change Management Process
* The scope of this SOW is limited to the implementation of SLmS -V
* ForrestPG will provide all the required data on time. Scolere will not be able to start the testing phase without data
* ForrestPG will be responsible for any User Acceptance Testing (UAT) & System Integration Testing (SIT)
* ForrestPG will provide clarifications to all questions within 3 business days
* For any in-scope integrations from and to SLMS, Scolere will need availability of 3rd party deliverables/services to complete the construction activities. Non-availability of 3rd party deliverables/services may lead to schedule slippage. Any loss due to this delay will be handled via Change Control Management after mutual agreement with ForrestPG
* ForrestPG will coordinate and own the responsibility of managing 3rd party vendors
* Scolere will manually deploy the build in Scolere lab in Noida,
* ForrestPG will provide timely access to the reasonably required IT team members, business users, system administrators, and Technical and Management contacts to provide clarifications for project execution
* ForrestPG will keep Scolere informed of any events and entities under its control that could have impact on the progress and/or successful completion of the project
* Any 3rd party software/application setups to be done by ForrestPG
* Scolere will be responsible to provide the specifications for inbound data needed to SLMS. It will be the responsibility of ForrestPG to ensure data is provided in the specified formats
* ForrestPG will be responsible for providing the specifications for outbound data needed from SLMS for their 3rd Party systems. It will be the responsibility of Scolere to ensure data is provided in the specified formats
* The estimates provided above are based on the terms and conditions of this contract. Any delays due to circumstances outside the control of Scolere may lead to a change request or extension to this contract.
* The In-scope & Out-Scope are clearly defined and agreed with ForrestPG in the document. Any addition or deletion to the In-Scope & Out-Scope will be discussed and planned and will be treated as a Change Request. cost, time and effort will be evaluated to perform the work separately or within the scope of this SOW with amendments to the cost and In-Scope, Out-Scope sections of the SOW.
* Onsite resources will follow the ForrestPG’s holiday schedule and the offshore resources will follow the Scolere’s offshore holiday schedule for the respective location which will be intimated ahead of time to the ForrestPG.
* The base promotions available in product should be specified and any new promotion to be handled via change request.
* All External Interface such as external servers, external web services, remote machines, deployment environment, third party etc should be made available. Unavailability of any of such interfaces will impact respective number of days in schedule and impact to the cost.
* Any delay in sign off will impact the project schedule respectively
* The orientation of iPhone/iPad application will be portrait mode
* iOS version support will be iOS 8.X
* Bugzilla Tool would be used by Scolere to log the defects of Functional testing.

# Dependencies

* If required, ForrestPG will provide reasonable workspace for Scolere Project Staff while onsite at ForrestPG, South Deerfield, Massachusetts, US.
* If required, ForrestPG will work with third party providers of hardware, software and services (Hosting, Licensees, Server) to facilitate delivery of required hardware, software and systems components and technical expertise to support the project activities
* ForrestPG will identify the authority responsible for signing off Deliverables
* Access to tender authorization personnel for resolution of issues when debugging or testing payment logic within 1 hour call return/question response during the agreed upon hours on week days (Monday-Friday) and weekends upon special request
* ForrestPG is responsible for compliance of all implemented systems. Scolere will support ForrestPG in this effort.
* ForrestPG will provide and install development, test and production environments integrated with ForrestPG enterprise test systems. Specific dependencies include:

|  |  |  |  |
| --- | --- | --- | --- |
| **S No.** | **Project Dependencies** | **Impact** | **Required by Date** |
| 1 | Data in terms of  School, Classes, Sections, Courses, Teacher, Students and Videos  Mapping of the Database | High | Start of Development Phase |
| 2 | A complete environment to deploy Solution to Cloud Server | Project kickoff | Start of Development Phase |
| 3 | Enterprise and Developers License to deploy the Mobile application | Project Kickoff | Start of Testing Phase |
| 4 | Domain Name for Web solution and Hosting of solution | Configuration Phase | Start of Development Phase |

Scolere team will share the final list of project dependencies with ForrestPG and Scolere during and at the end of Design Phase

# System Environment (Development & Deployment)

# Hosting & Server

* Domain Name needs to be made available before the UAT Release of the deliverable to ForrestPG.
* Hosting Server Details: ForrestPG needs to confirm if the deliverables will be hosted on shared server or standalone server.
* ForrestPG will be responsible for deploying the deliverable to UAT server and Hosting Server
* ForrestPG need to have required App Store etc Account created for hosting of the applications to respective stores. For App store it may take more than a week for accounts to get activated

# Third Party/ Open Source

The application may require using open third party library for iOS development. These will be indentified during technical design and development phase and will be shared with ForrestPG

# Development Environment

Following is the development environment required to develop, deliver the Project.

Development team will constantly deploy the deliverables in these machines to identify and close the implementation gaps which may arise during later Stages of development

# Server Side

Following is the server side environment needed to develop and deploy the Project. Any changes during the development cycle needs to be evaluated for impact on cost and schedule.

* Java
* J2EE

# ForrestPG Side

Following is the ForrestPG side environment needed to develop and deploy the Project. Any changes during the development cycle needs to be evaluated for impact on cost and schedule.

* Java Script
* XCODE
* SWIFT
* Browsers
  + Safari

# Database

Following is the database needed to develop and deploy the Project. Any changes during the development cycle needs to be evaluated for impact on cost and schedule.

* Server Side
  + MYSQL
* ForrestPG-Side
  + My SQL
  + Core data

# Deployment Environment

ForrestPG must have the deployment environment (cloud setup) ready before development of the project. The deployment environment has to be same as of development, Test, QA and Production environment.

Development team will not be responsible for making any deployment to ForrestPG environment. The development team needs to have access to deployment environment in case if there is some troubleshooting required during later phase of the project

# Deployment Guidelines

Development team will deliver the applications as deliverable. The delivery will be given along with deployment instruction document and Release notes which is also attached as Annexure

* Server Deliverables# Admin Console
  + EAR -
* Server Deliverables # LMS Access for Teachers
  + EAR -
* ForrestPG Deliverables
  + .ipa – for iPad and iPhone

# Project Schedule Costing & Effort

# Phase -1

The project schedule will be of 13 weeks with following breakdown of efforts

|  |  |  |
| --- | --- | --- |
| **Effort Details** | | |
| **S. No.** | **Particulars** | **Hours** |
| 1 | Plan System & Requirement Analysis | 196 |
| 2 | Design | 120 |
| 3 | Development | 1090 |
| 4 | UAT & Go Live | 208 |
| 5 | Post Production Support | 208 |
| 6 | Coordination / Management | 100 |
| **Total Hours** | | **1922** |

# Phase -2

|  |  |  |
| --- | --- | --- |
| **Effort Details** | | |
| **S. No.** | **Particulars** | **Hours** |
| 1 | **Plan System & Requirement Analysis** | 120 |
| 2 | Design | 70 |
| 3 | Development | 640 |
| 4 | UAT & Go Live | 120 |
| 5 | Post Production Support | 120 |
| 6 | Coordination / Management | 60 |
| **Total Hours** | | 1130 |

# Financial

# Project Costs

Scolere proposes Services for this engagement will NOT EXCEED a total cost of $51,884.00. Taxes, & Local or International travel expenses, will be billed separately every month.

* The Cost for developing and supporting the phase 1 will be $32674.
* While Cost for developing and supporting the phase 2 will be $19210.
* No domestic/ international travel cost is included in the cost. Scheduling of such travel will be determined and charged on a case-by-case basis.
* The estimate for international travel expenses is $2,500 and local travel expense is $1,000. Scolere shall bill all such travel expenses to ForrestPG.
* Expense estimates are intended only to be for ForrestPG’s budgeting and Scolere’s resource scheduling purposes; these estimates do not include taxes.
* Consulting Services will be performed at ForrestPG facility in US and remotely at a Scolere facility in US and (or) in Noida, India.
* At end of blueprinting phase Scolere will identify any additional scope and re-estimate the fee accordingly

# Payment Terms

Payment terms are Net 30 days. Scolere will send invoices after getting user acceptance as described in section 10.1 based on the acceptance criteria mentioned in section 11.0. Payment milestones are as below.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S .No.** | **Milestone** | **Deliverable** | **Payment %** | **Amount** |
| 1 | On Completion of Requirement Phase | SRS Deliverable | 25% |  |
| 2 | On completion of Development | Deployment on TEST/QA | 50% |  |
| 3 | On completion of UAT | UAT sign off received/Deployment to Production | 25% |  |

# Cost Assumptions:

* The Project cost has not included any licensed Tool cost if any required for project.
* The Project cost has not included any special Hardware cost, if any.
* The Effort and Cost for the project has been calculated based on the current understanding of the requirements given above. This might need to be revisited once the SRS is finalized.
* ForrestPG shall pay all undisputed invoices within thirty days of ForrestPG’s receipt of the undisputed invoice.
* ForrestPG shall promptly identify and communicate to Scolere any issue of dispute on any Scolere invoice and the parties shall in good faith attempt to resolve the dispute.

# Project Termination

* At any point during the term of the engagement, either party may provide a written notice of termination of services provided in this SOW with 30-days’ notice. ForrestPG shall pay the specified fees and any expenses for services (if applicable) through the effective date of termination and all work in process by Scolere shall be provided to ForrestPG in such form as to facilitate a transition of such work to ForrestPG personnel or a third party provider. Each party will use reasonable efforts to mitigate any expenses in the event of such a termination.
* All Artifacts, whether technical or functional specifications, architecture documentation, status reports, work plans, project plans, budget reports, etc. that are created by Scolere for this engagement are the property of ForrestPG.
* In the case of termination, Scolere will turn over these artifacts to ForrestPG, during the termination period.

# Project term

* The term of this Statement of Work is for 13 weeks from 06/20/2015 to 8/30/2015 followed by 4 weeks of support unless extended or terminated sooner in accordance with the provision of this agreement or the MSA.

# Consulting & Solution Service Agreement

This SOW will act by reference the terms and conditions as Master Services Agreement for LMS dated 15th June 2015 between ForrestPG and Scolere

**ForrestPG Head Quarters Information**:

Name of ForrestPG: <ForrestPG Inc>

Address:

City, State, and Zip:   
Phone:

The work location for the onshore team will be at the ForrestPG office in <State, USA>

Offshore services by Scolere will be rendered from Scolere facilities in US and (or) Noida in India.

**Signatures**

**Agreed:**

|  |  |
| --- | --- |
| **SCOLERE** | **ForrestPG** |
| By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name:  Title:  Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name:  Title:  Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |