**Note: please make sure you fill all information related to your project below and convert everything to readme.md (GitHub)**

Table 1: Resource needs for our project

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Deliverable** | | Resource name | Amount of resource required in (hours) or (number of items) | Cost  (Cover of 3 laptops and 3 office licenses covered in resource requirement chart for iteration 1) | |
| Tasks | Description |  |
| 1.0 | Planning – prepare meeting | Team members meeting | 2 hours, 3 team members | | 2x30x3$= 180$ |
| 1.1 | Start meeting | Laptop, team members | 3 laptops, 1 hour, 3 team members | | 1x30x3$=90 |
| 2.1 | Group meeting report | Laptop, team members, office | 3 laptops, 2 hours, 3 members | | 2 \* 30 \* 3= 180 |
| 3.1 | Gantt Chart | Laptop, team member, Excel | 1 laptop, 3 hours, member | | 3x30 = 90 |
| 4.1 | Stakeholder register | Laptop, Team member, Word | 1 laptop, 2 hours, 1 member | | 2x 30 = 60 |
| 5.1 | Resource requirement list | Laptop, Word, Team member | 1 laptop, 3 hours, 1 member | | 4 x 30 = 120 |
| 6.1 | Review github changes | Laptop, Team members, Github | 3 laptops, 30 minutes, 3 members | | 3\*15\*3 = 128 |
| 6.2 | Progress report | Laptop, Team members, Word | 3 laptops, 1 hour, 3 team members | | 1x30x3$=90 |
| **Total** |  |  |  | | **938$ NZ** |

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