**THE MARTIAL ARTS ACADEMY (MAA)—SCHOOL MANAGEMENT SYSTEM**

**Defining the Project Infrastructure**

Geoff and Julie have decided that building a custom information system will provide the most value to their school. Your team has been asked to continue with the project and develop this system.

The first step before planning the details of the project’s schedule and budget requires that you define an infrastructure for your project. The infrastructure is the foundation for the project charter. Knowing what resources you need or are available and their associated cost will directly influence your schedule and budget esti- mates. This will entail defining the stakeholders of the project and the resources that will be required.

This would also be a good opportunity for you and your team to do another learning cycle. Read through this assignment first and then meet as a team to develop a Project Team Record and an Action Plan. This will help to improve team learning and to assign responsibilities to complete the assignment.

Please provide a professional-looking document that includes the following:

1. **The project name, project team name, and the names of the members of your project team.**
2. **A brief project description.**
3. **The project’s MOV.** (This should be revised or refined if necessary.)
4. **A list of the resources needed to complete the project**. This should include:
   1. **People (and their roles)—**Your team is responsible for planning the project. However, the project may need additional individuals with both technical and nontechnical expertise to develop the system.
   2. **Technology—**In the previous assignment, you estimated the hardware, network, and software needs for a system to support your client. You will also need various hardware, network, software, and telecommunication resources to support the project team.
   3. **Facilities—**Husky Air has limited space. The project team will have to do most of its project and development work at a different site.
   4. **Other—**For example, travel, training, and so on.
5. **An estimate for the cost of each resource**—Use the Internet, trade journals, newspaper advertisements, or any other sources. For example, if you need to hire a programmer, then you could use job postings or salary surveys as a basis for an annual base salary or hourly wage. The people who work on the project (including you and your team) will be paid a base salary or hourly wage plus benefits. Therefore, the cost of any people on your team will be a base salary (the person’s gross income) plus an addition 25 percent paid out in benefits. Be sure to include a reference for all the sources you use.
6. **Since you will be paid for your work with MAA, decide which contract makes the most sense for you and your client**. Be sure to support your recommendation.
   1. Fixed price or lump sum
   2. Cost-reimbursable
      1. Cost-plus-fee or cost-plus-percentage-of-cost
      2. Cost-plus-fixed-fee iii. Cost-plus-incentive-fee Time and materials
7. **This would also be a good opportunity to revisit the team charter you created in your first assignment.** As a team, decide if anything has changed or needs to be updated.