

Below is an actual proposal I sent for the development of an attendance and academic evaluation system for a school.

Klaus Wuestefeld

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Hi [Person],

I'll send you all the information we have so far regarding the development of the new system, and you can decide what to pass along.

#### 1) Availability

The system will be available to [School] staff anywhere on the network, using a browser application. It will enforce password access control.

#### 2) Prioritizable Scope

Common Functionality: Configuration of the server and import procedure of Student, Teacher and Class information from the current database.

Attendance Module: Daily recording of absences, tardiness and early dismissals per student with a reason description. Export of this data to the report card mail-merge file.

Report Card Module: Filling out of report cards by the teachers directly on the system. Calculation of averages. Export to mail-merge files for the report cards and academic history documents.

#### 3) Development Team

The team will be composed of two developers and one person from [School] available fulltime.

#### 4) Estimates

Common Functionality - 57h - R\$ 5700.

Attendance Module - 30h - R\$ 3000.

Report Card Module - 90h - R\$ 9000.

#### 5) Payment

Payment is done monthly, according to the hours worked that month.

## 6) Property

[School] will own the Java source-code produced for the system. Java is a standard language, so [School] is not stuck with a single provider for evolving the system and does not have to pay a license fee.

## 7) Quality

Automated test procedures for every system functionality guarantee a test coverage far superior than any manual testing team could ever provide. They also bring great flexibility for evolving the system by reducing the risk of breaking anything that was already working.

## 8) Guarantee

Any bugs reported by the school within 90 days of the last development delivery are fixed free of charge.

## 9) Hardware

The hardware for the server is a common mid-level PC and will be provided by [School]. It can run either Windows 2000 or Linux. Either operating system is installed and configured by us but the license, in the case of Windows, is provided by [School].

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If there are any doubts, if you come to need a more fancy proposal, or a presentation to the board, please let me know.

We're looking forward to making this work!

See you, Klaus. :)