

Assignment 5: Technology Proposal (Draft)

Draft Technology Proposal

In this assignment you will create a proposal to address a real life problem. Making plans and proposals are an important part of providing computer support. It involves a lot of preparation, and requires several steps to complete. A technology proposal meets a real need and solves a real problem. You should choose your own subject for this assignment. You can use your job/work, a non-profit organization, a volunteer situation, or any other appropriate place. **It has to be real; it cannot be an imaginary situation.**

Following is a list of questions and issues you should keep in mind while working on this proposal. It is by no means a finished list, every job comes with its own circumstances, but this gives you a start.

- User needs/wants
- Space requirements
- Budget limitations
- Software
- Hardware
- Security

The proposal should include at least the following aspects:

- What is the problem, need, or opportunity?
- How does this problem, need, or opportunity improve the purpose or mission of the organization?
- What people, time, technology, and tools are necessary for the plan to be implemented?
- Itemize the items and costs for the plan. Make it specific so that the actual items can be purchased.
- Do the costs justify the need? Show if, or how, the costs will be recuperated.
- Make a schedule of implementation. How will the proposal be implemented?
- What will it be like when the plan is done? What will be the result?

Most importantly, a technology proposal meets a real need and solves a real problem. Technology proposals do not have to be large or complex. The most important aspect of a proposal is that the need or purpose matches the resources and solutions.

You will present this draft for class consultation in two weeks and then, using the in class feedback, take your technology plan draft and make a final proposal, due one week later. It is crucial that you have a draft for the class to review. The final plan should be formatted and presented professionally. Most plans should actually be submitted for potential funding.

Final Technology Proposal

Using the feedback from the class, take your technology proposal draft and make a final proposal. The final plan should be formatted and presented professionally. Many proposals created in this class have been funded. You will present the final revised proposal to class. The class will decide whether they think the proposal should be funded.

For any assignments you submit, you need to make sure all of the following information is present:

- Your first and last name
- The name and number of the assignment
- The date you've completed and submitted the assignment

To make sure you're creating a professional and high quality work, keep in mind the following criteria. Your grade for each assignment is based on them.

- Spelling
- Punctuation
- Grammar
- Formatting
- Content

Contact me for any questions regarding assignments. Good luck!

Chris Beks
Instructor CIOS 211
chris.beks@uaf.edu