Project Name: Date:
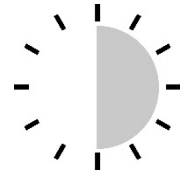
Section B: Staffing and Technologies

Module B2: What is the technological infrastructure of the project?

Overview

Once you have documented your project team and their roles, you'll want to undergo a similar process of documenting the various technologies used in your work. Remember to consider each of the three areas introduced in this module: data, software infrastructure, and hardware infrastructure.

Activity

Please take a full 5 minutes to make an exhaustive list of every piece of technology used in your work. If there are enough of you, please break up into groups of 2-3. If there are fewer than 4 participants, do this work individually.

30-45 min

Note that we are using a capacious definition of technology here. The technologies used in your project may include communication tools, local servers, hosting and storage services, as well as any number of applications and platforms.

When complete, regroup (if appropriate), compare notes, and make a final accounting of what constitutes your full technological infrastructure, abiding by the consensus of the group. Spend the rest of your allotted time doing this part of the exercise. It is best to do this work in the Excel spreadsheet template we provide for this module, which asks you to identify:

- Technologies used;
- The function of each technology in your project;
- The sources and duration of their funding;
- The length of time the technology will be needed for your project.

You may realize, in the course of doing this work, that you forgot to include someone as an important team member in the previous module (B1), and that's totally fine! Just go over to that worksheet and add them now.

In addition to working from the module spreadsheet, visualizations and mind-mappings are heartily encouraged.