

MY PROJECT PLAN

OBJECTIVES: Define your actions clearly with SMART Goals.

STAKEHOLDERS:

Who is involved in your project?

TIMELINE:

What are your milestones?

BUDGET:

What costs are involved?

ENGAGEMENT:

How am I going to engage people in the project?

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ACTIONS: Create a step-by-step plan for your project.

RISKS & COUNTERMEASURES: What are the risks? How will they impact my success? How can I combat these?