

Project Management Worksheet

Project Title:		Project Manager:	
Objective:			

	Activities	Dependencies	Assigned To	Start Date	End Date	Notes/Comments
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						

Tips/Best Practices:

- Define the problem your project management plan is intended to solve.
- State how the business will benefit.
- Lay out the major steps along the way. (*Not more than 40 hours per activity*)
- Note any known difficulties the team may encounter, and risks involved in the project.
- Establish the conditions for successful completion, including relevant metrics.

Interested in more training?

Contact Us

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