**Instructions:** Fill in the fields of this project charter with the information provided in the lab scenario. Click into the column and begin typing to enter information.

| **Charter Item** | **Comments** |
| --- | --- |
| Project Name |  |
| Project Goal |  |
| Project Value Proposition and Benefits |  |
| Problem or Opportunity Statement |  |
| Project Schedule |  |
| Project Manager |  |
| Approval  Authority/Sponsor |  |
| Assumptions or Constraints |  |
| Proposed Solution(s) |  |
| Project Priorities |  |
| Return on Investment (ROI) |  |
| Risks  (Potential) |  |
| Resources Required |  |