



Stakeholder	Unaware	Resistant	Neutral	Supportive	Lead
Sponsor				C	D
Customer				C,D	
Team			C	D	
Development Team	C			D	
PR Team		C			D
Accounting Team			C,D		
Supplier		C	D		
Partners	C				D

Message / Purpose	Responsibility	Audience	Medium	Content	Frequency Time
Project Status	PM	Customer	Meeting	Demos,Risk	Bi-Weekly
Team Status	PM	Team	Meeting	Demos,Risk	Weekly
Project Review	PM	Stakeholders	Meeting	Demos,Risk	Monthly
Audit	QA	PM Team	Meeting	Security Issues and Bugs	Monthly
Audit	QA	PM Team	Meeting	Security Issues and Bugs	Monthly
Project Status Report	PM	Customer	E-Mail	Demos	Monthly