

COMMUNICATION MANAGEMENT PLAN			
Project Name	KitchenSync		
Communication Name	Description	Audience/Attendees	Timing
Scheduled Project Meeting	In person meeting to review actions and project status	Group Members	Bi-Weekly
Project Meeting	Discord call or message discussions between team members to review issue status and progress	Group Members	As Needed
Check-Ins	Presentations outlining project status based on the required project deliverables	Group Members Instructor/Sponsor Classmates	Monthly
Document Write-Ups	Filling out the required project documents	Group Members	Monthly

Group Members – Zifran Chowdhury, Deran Cross, Emmanuel Dairo, Ikechukwu Ogowuihe