

COMMUNICATION MANAGEMENT PLAN			
<b>Project Name</b>	KitchenSync		
<b>Communication Name</b>	<b>Description</b>	<b>Audience/Attendees</b>	<b>Timing</b>
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