Project Timeline and Milestone Overview

Project Management Office

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TechVenture Ltd

Business Excellence Initiative

Contents

Executive Summary

This document presents the comprehensive project timeline for the Business Excellence Initiative, detailing all major phases, milestones, and deliverables across a 24-month implementation period. The timeline integrates product development, market entry, and scaling activities with clear dependencies and resource allocations.

1 Timeline Overview

The project spans 24 months, divided into four major phases:

1. Foundation Phase (Months 1-6)

2. Development Phase (Months 7-12)

3. Market Entry Phase (Months 13-18)

4. Scaling Phase (Months 19-24)

2 Master Gantt Chart

3 Phase Details

3.1 Foundation Phase (Months 1-6)

Activity	Duration	Resources	Deliverables
Business Planning	2 months	Founders, Advisors	Business plan, Financial model
Legal Setup	3 months	Legal team	Company registration, IP protection
Team Recruitment	3 months	HR, Founders	Core team of 8-10 people
Infrastructure	3 months	IT team	Cloud setup, Security protocols
Brand Development	4 months	Marketing team	Brand identity, Guidelines

Table 1: Foundation phase activities and deliverables

3.1.1 Critical Milestones

M1 — M2 — M3 — M4 — M5 — M6 — M7
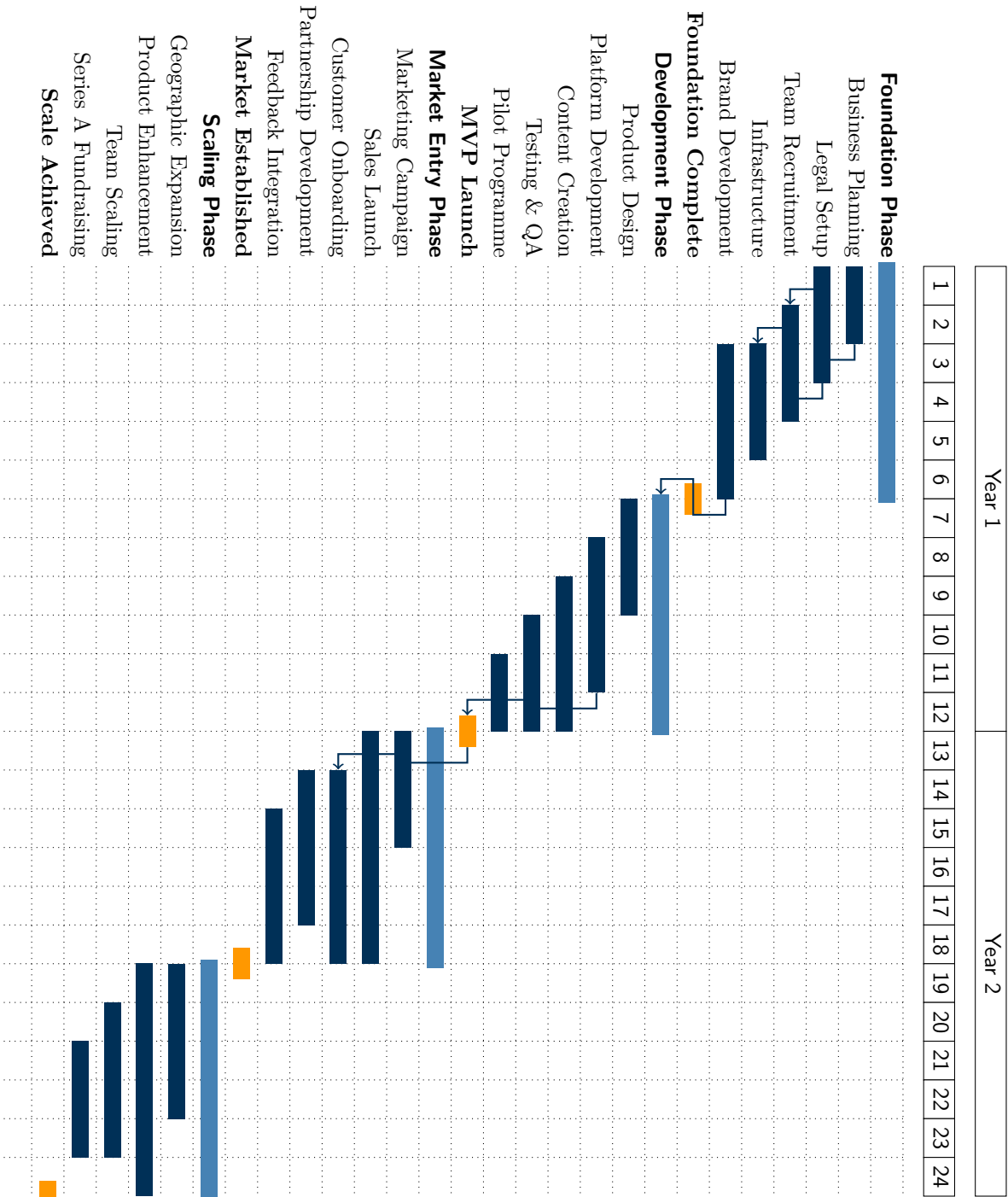Start Legal Team Brand Infra Ready Launch
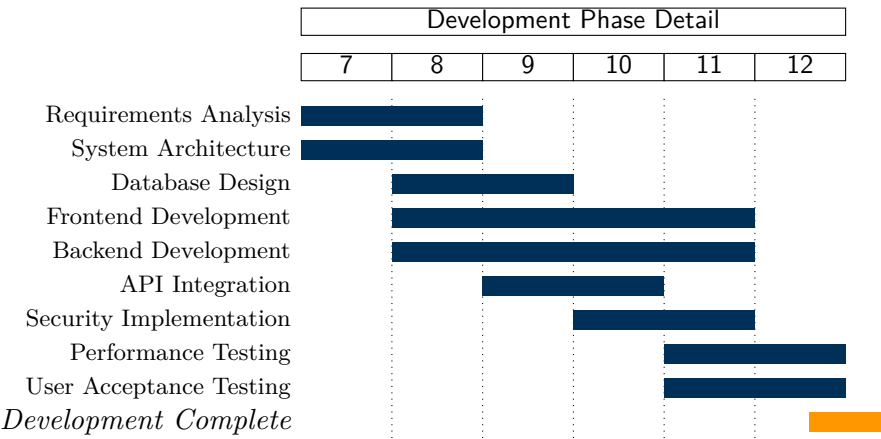
Figure 1: Master project timeline showing all phases and major milestones

3.2 Development Phase (Months 7-12)

3.3 Market Entry Phase (Months 13-18)
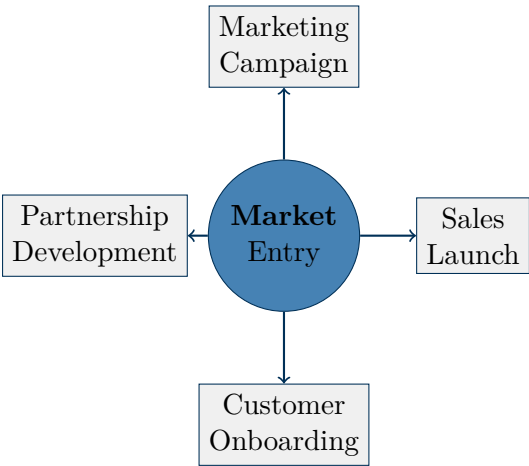
Key activities during market entry:

Figure 2: Market entry phase key activities

3.4 Scaling Phase (Months 19-24)

Activity	M19	M20	M21	M22	M23	M24
Geographic Expansion	✓	✓	✓	✓		
Product Enhancement	✓	✓	✓	✓	✓	✓
Team Scaling		✓	✓	✓	✓	
Series A Fundraising			✓	✓	✓	

Table 2: Scaling phase activity timeline
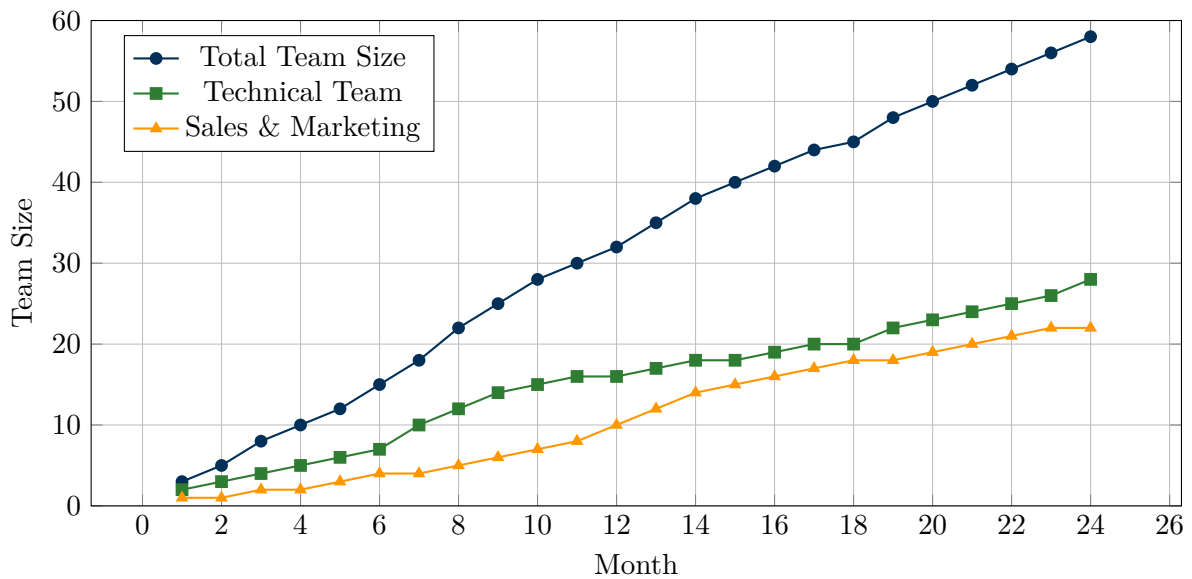
4   Resource Allocation Timeline

Figure 3: Projected team growth over 24 months

5   Critical Path Analysis

The critical path through the project includes:

1. Business planning and legal setup (3 months)

2. Core team recruitment (2 months)

3. Product design and architecture (3 months)

4. Platform development (4 months)

5. Testing and pilot programme (2 months)

6. Marketing campaign launch (2 months)

7. Customer acquisition ramp-up (6 months)

8. Series A fundraising (3 months)

Total critical path duration: 24 months with 1 month buffer.

6 Risk Mitigation Timeline

> **Risk Assessment**
>
> Key timeline risks and mitigation strategies:
>
> - **Development delays**: 2-month buffer built into development phase
> - **Recruitment challenges**: Early start on hiring, use of contractors
> - **Market entry timing**: Flexible launch window between months 12-14
> - **Fundraising delays**: Alternative funding sources identified

7 Success Metrics by Phase

Phase	Key Metric	Target
Foundation	Team hired	10 people
Development	Platform ready	100% complete
Market Entry	Customers acquired	1,000
Scaling	Revenue achieved	£2,500,000

Table 3: Success metrics for each project phase