



The Project Management Game – how brilliant are you?

Project name: brilliantCRM	Work package title: 2.1.1 Kick-Off Meeting
Work package description: The Kick-Off meeting serves as a first common meeting to officially start off the project. All project members are usually present at a Kick-off meeting. The project manager informs the members about the aim and expectations of the project and already allocates work packages to each member. The Kick-off meeting also serves to motivate all project members.	
Aim of work package: <ul style="list-style-type: none">- Official project start- Information meeting for the project team- Work package allocation- Motivation	
Predecessor: Project charter and staffing	Successor: Processing of work packages Detailed scheduling
Duration: 2 days	Effort in man days (MD): 40 MD
Responsible person(s): Project Manager, Assistant, 6 Consultants, 5 IT Specialists	
Additional information: Kick-Off meeting will take place in the United States of America	