Hallo Dajana

Hier ein Entwurf für eine Mail bevor die kosten Resourcen planung kommt. Kannst gerne was verändern aber ich wollte mit der Mail auch den Aspekt aufrufen warum es wichtig ist das man Projekte plant und was es einem am Ende bringt ☺

*Dear Mr. XX*

*A project is a collaborative process, frequently involving research or design that is carefully planned to achieve a particular aim. A well planed project saves time, money and also evaluates unforeseen problems that may occur in the given activity. A plan is a guide that will help you as a Project Manager.*

*Planning allows you to find the critical path. It allows you to balance the cost, schedule and resources to be most effective. It allows you to set milestones and effectively track the progress.*

*It is now the time to plan the budget for our CRM Project. In the following activity you need to calculate the resources for the project. Please note the amount for each phase in order to calculate the final amount of costs for the project.*

*Good luck and kind regards,*

*Thomas Zimmermann*