

Description of Proposed Solution

Executive summary

Your summary should include:

1. Brief overview of proposed solution
2. Timeline for overall completion
3. Benefits to key stakeholders

1.) Description of what you are proposing to create:

- How will it work?
- What will it look like?
- How will it perform?

 *This is just a written description of technical details. Interface designs etc. will come later!* 

2.) Timeline dates & milestones

- How long will the project take? (approximate completion date)
- What stages will be involved? (e.g. design, development, testing etc.)
- Provide approximate deadlines for key stages/milestones

 *You don't need to go into heavy detail with dates - that can come later* 

3.) How will your solution fulfil the needs of key stakeholders?

- The client(s)
- Different users/user groups
- Customers
- Other stakeholders

 *Not all will apply - depends on the brief* 