

Initial Project Planning Report

Initial Project Planning Report Schedule (23 June – 30 July 2025)

Week	Dates	Tasks
1	23 – 29 June	• Select project topic • Conduct basic background research
2	30 June – 6 July	• Define problem statement • Set project objectives and scope
3	7 – 13 July	• Identify project requirements (hardware/software) • Start feasibility study
4	14 – 20 July	• Complete feasibility analysis • Define milestones and deliverables
5	21 – 27 July	• Finalize work breakdown structure (WBS) • Assign responsibilities (if in group)

Week	Dates	Tasks
6	28 – 30 July	<ul style="list-style-type: none"> • Compile and proofread the report • Prepare for submission