

PROJECT REPORT TEMPLATE

1 INTRODUCTION

1.1 OVERVIEW

Process of examining and evaluating a business expenses.

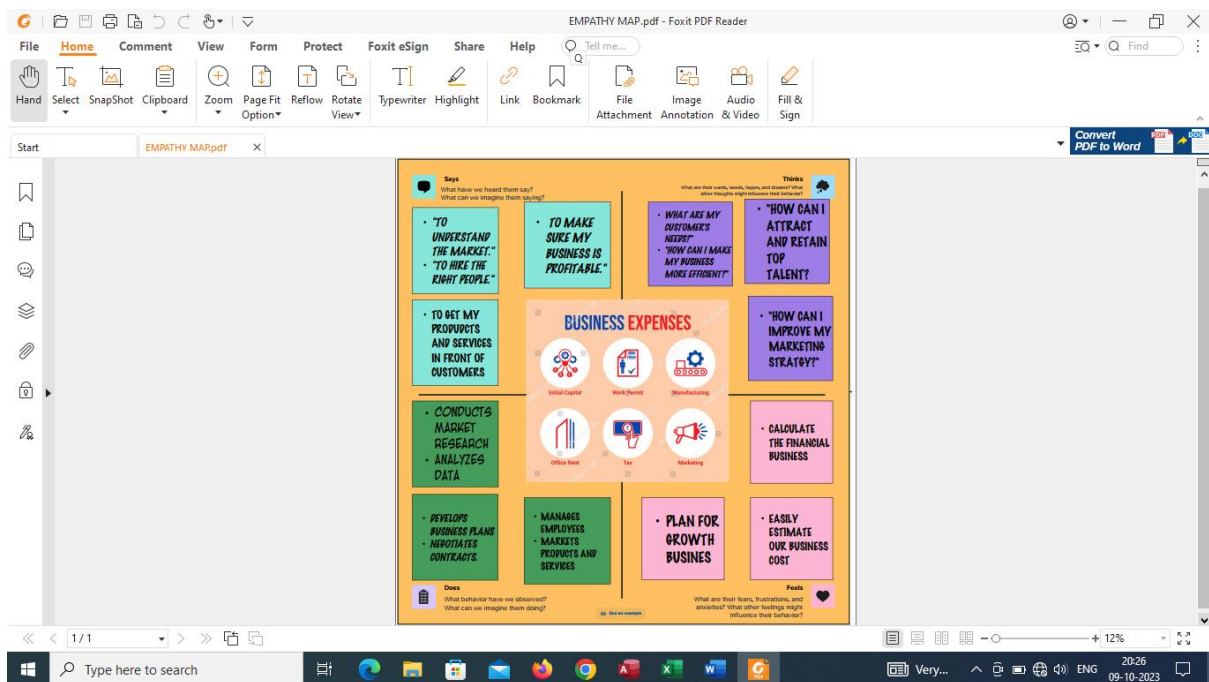
1.2 PURPOSE

Advertising and marketing.

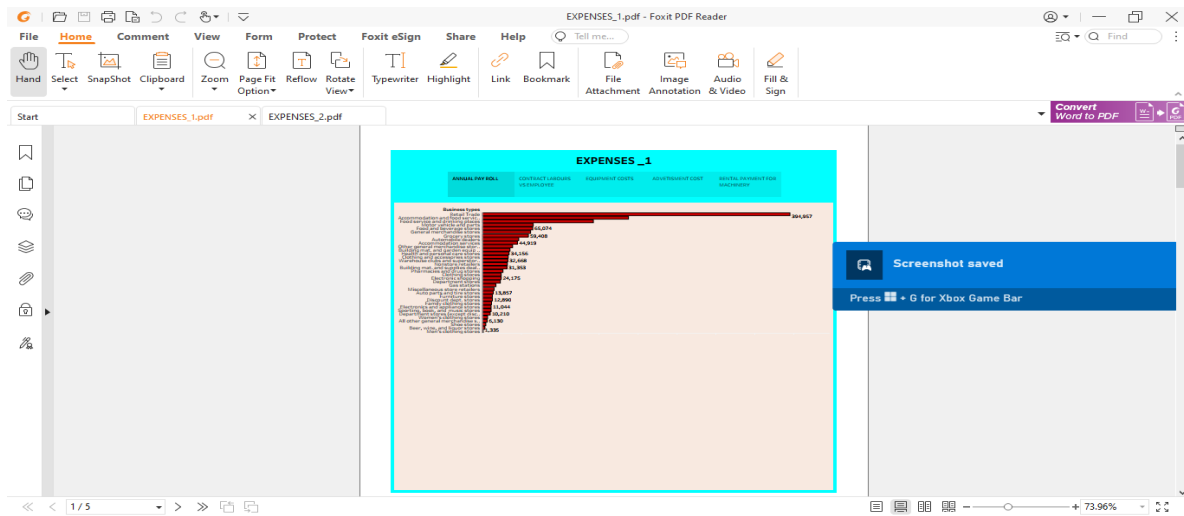
Bank fees and interest.

2 PROBLEM DEFINITION &DESING THINKING

2.1 EMPATHY MAP



2.2 IDEATION & BRAINSTORMING MAP



[illegible]

- **Advertising and marketing expenses.**

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- **Educational and training expenses for employee.**
- **Office expenses and supplies.**
- **Insurance costs.**

8 APPENDIX

A. SOURCE CODE

- **Permits**
- **Licenses**
- **Trademarks or patents**
- **Market surveys**
- **Partnership or employment agreements**