Structure of unit 8 workbook:

1. Home over
2. Project proposal 6 marks
   1. Information needed by senior management
   2. Impact of proposal on others
   3. Project definition
3. Project plan 12 marks
   1. No of phases
   2. Main activities
   3. Time allocated
   4. At a glance overview of project
4. Communication 20 marks
   1. Minutes of the meeting
   2. Diary of how you carried out the events (How you implemented feedback and how you covered the phases)
5. Product 10 marks
   1. Analysis
   2. Design
   3. Testing
   4. User manual
6. Evaluation 12 marks