## Stakeholder Analysis:

**High**

-The Supplier

-The Customer

-The Sponsor

**Power**

**High Interest Low**

-Out Source (google)

- The Competitors

-The Team

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Stakeholder** | **Unaware** | **resistant** | **Neutral** | **Supportive** | **Leading** |
| **The Customer** | **C** |  |  | **D** |  |
| **The Sponsor** |  |  |  | **C** | **D** |
| **The Supplier** |  |  |  | **C D** |  |
| **Outsource** |  |  | **C** | **D** |  |
| **The Team** |  |  |  | **C** | **D** |
| **Competitors** |  | **C** | **D** |  |  |

**C: Current D: desired**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Message / purpose** | **Responsibility** | **Audience** | **Medium** | **Contents** | **Frequency / Timing** |
| **Project Status** | PM | Customer | Meeting | SV, Demo, Risks | Bi-weekly |
| **Team Status** | PM | Team | Meeting | SV, issues, Ask | Weekly |
| **Project Review** | PM | Sponsor | Meeting | Cost, SV, Risks | Weekly |
| **Project updates** | QA | Outsource | Meeting | Issues, SV | Monthly |
| **Project Status Report** | PM | Customer | Report |  | Monthly |