😎 Template - Project plan

Driver	
Approver	
Contributors	
Informed	
Objective	
Due date	
Key outcomes	
Status	NOT STARTED / IN PROGRESS / COMPLETE

🤔 Problem Statement

🎯 Scope

Must have:	
Nice to have:	
Not in scope:	

📅 Timeline
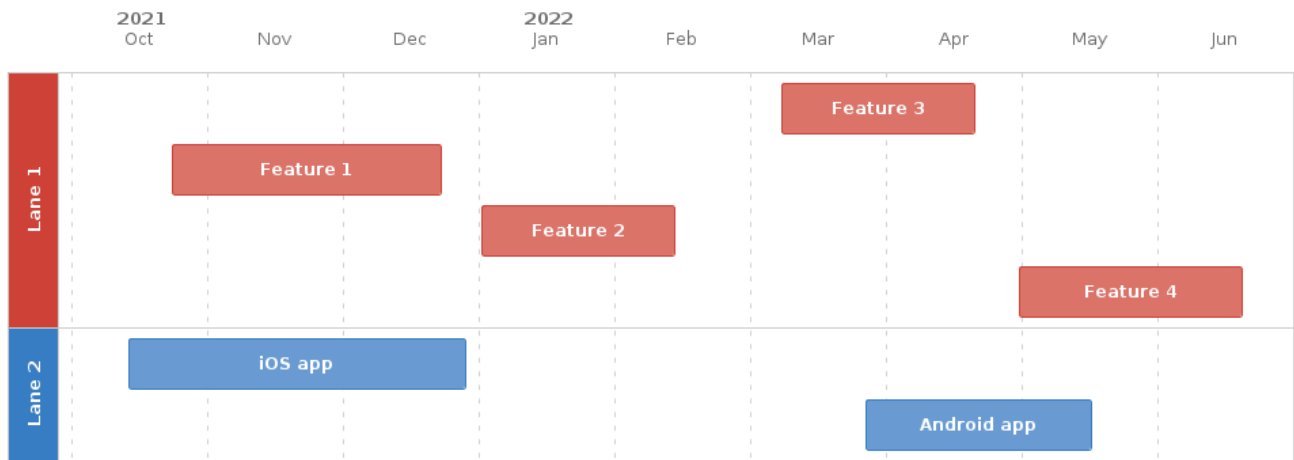
🚩 Milestones and deadlines

Milestone	Owner	Deadline	Status

🔗 Reference materials