

***Name of Project* Project Plan**

Stakeholders

Project Sponsor:

Business Owner:

Data Scientist:

Data Engineer:

Business Problem

Describe the Business Problem. What is the issue the business is trying to solve? Be as specific as possible. Define the scope of the project. This is important for avoiding scope creep or a moving target.

Key Performance Metrics

What are the KPIs for the project? What are the current values of these KPIs? What is the definition of success in terms of these KPIs?

Business Requirements

What are the business requirements for the project? For a predictive model this will include the trigger event for model scoring, case-specific handling, exceptions, the type of predictors, etc.

Implementation Plan

Deployment Pattern

How will the DS product be deployed? Monitoring tool / dashboard, on-demand web/micro-service? Will there be a UI component? This is a good place to provide a mocked version of the product / wireframe.

Deployment Requirements

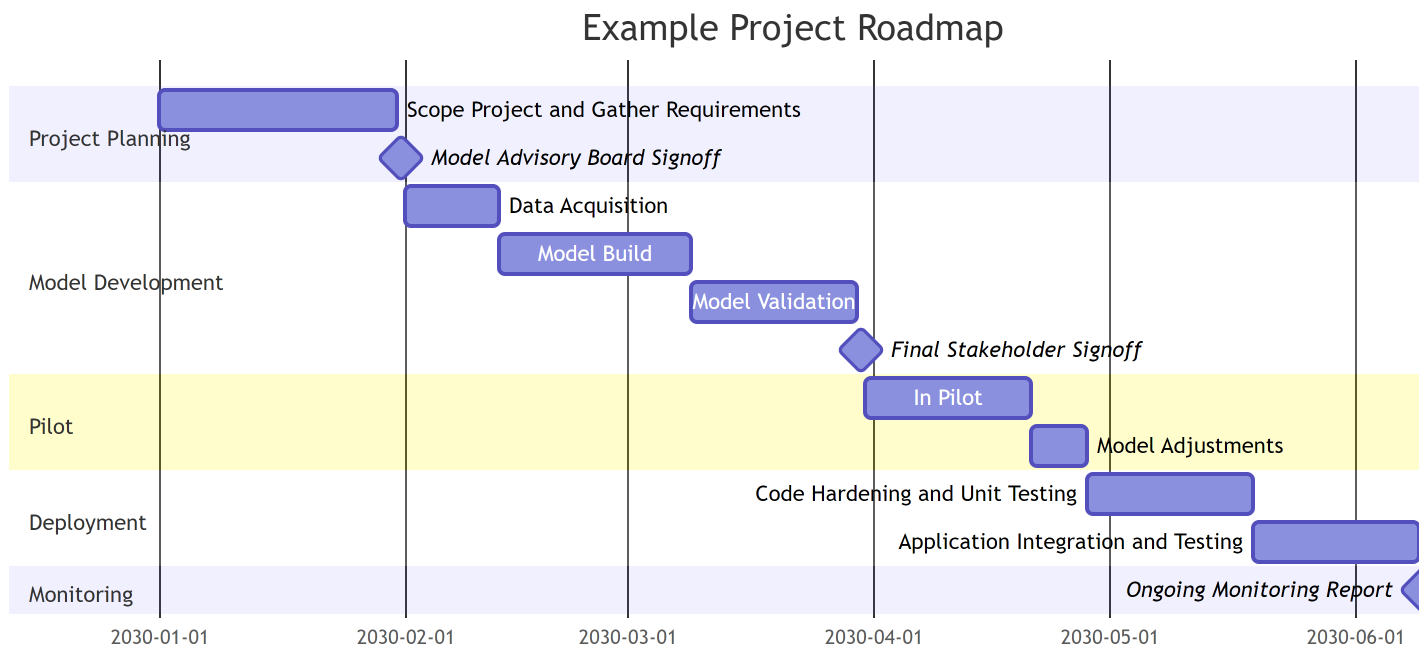
What are the deployment requirements? Application availability, data availability, infrastructure, application hosting, etc.

Feasibility Assessment

Given the information above, is the project feasible? What is the likelihood of success?

Roadmap

Provide a preliminary roadmap timeline. What by when?



Stakeholder Sign-off

Do you have signoff from stakeholders? Both data science and business leadership signoff?