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| Name of the  Deliverables | Team member name responsible  for completing | Actual Time (in Hours) spent by Team Member | Reviewed by | Actual Time spent in review by project leader/team member |
| Work Breakdown Structure (WBS) | Agam Shah & Chetna Chander | 25 hours | Team | 3 hours |
| Gantt Chart using MS Project | Deepthi & Subin | 20 hours | Team | 3 hours |
| Milestone List | Subin & Deepthi | 20 hours | Team | 3 hours |
| Scope Validation & Change Control Strategy | Chetna & Agam | 25 hours | Team | 3 hours |
| Meeting Minutes | Deepthi Muraleedharan | 10 hours | Team | 1 hours |
| Power Point Slide Deck for Team Presentation | Deepthi Muraleedharan | 5 hours | Team | 1 hours |