

Thank you Fahim, Hello everyone, my name is Elham, and I will take you through the Graphical Representation of Project Phases.

Slide 8: Graphical Representation of Project Phases Script:

The graphical representation of our project phases outlines a structured and efficient workflow, broken into six critical stages: Initiation, Planning, Vendor Recruitment, Marketing, Setup, and Launch and Evaluation. Each phase has a specific timeframe, beginning with the Initiation Phase on October 11, 2024, and concluding with the Launch and Evaluation Phase on January 17, 2025. This timeline ensures that all activities, from defining the project scope and recruiting vendors to executing a targeted marketing campaign and setting up the market infrastructure, are completed on schedule. The chart visually highlights these phases, illustrating key dependencies and milestones, such as completing vendor recruitment by December 12, 2024, and finalizing the market setup by January 9, 2025. This detailed timeline provides a clear roadmap, ensuring accountability and alignment with our project goals.

Slide 9: Project Structure Plan Graph Script:

The Project Structure Plan graph offers a detailed visualization of how the Farmers' Market Setup and Launch project is systematically organized into manageable work packages. Each work package corresponds to a specific set of tasks, ensuring that responsibilities are clearly defined and progress can be effectively monitored. For example, during the Vendor Recruitment stage, tasks such as identifying potential vendors, conducting outreach, and finalizing contracts are meticulously outlined as separate work packages. Similarly, the Setup stage includes work packages focused on infrastructure installation, signage preparation, and logistical coordination. This approach not only streamlines execution but also ensures alignment with project objectives by breaking down complex activities into smaller, actionable components. By structuring the project this way, we enhance accountability, avoid overlaps, and provide a clear roadmap that connects every task directly to our overarching goals.

Slide 10: Gantt Chart Script:

The Gantt chart serves as a visual roadmap for the Farmers' Market Setup and Launch project, outlining the sequence of activities and their respective durations. Starting from project initiation in October 2024 and concluding with the market launch in January 2025, the chart highlights key milestones such as the completion of vendor recruitment by December 12, 2024, the marketing campaign launch on December 13, 2024, and the finalization of market setup by January 9, 2025. It clearly shows dependencies between tasks, ensuring a structured flow from one activity to the next. This timeline helps the team monitor progress, allocate resources effectively, and maintain alignment with the overall project objectives, ensuring every stage is executed on schedule.

Next, Ali will walk us through the upcoming slide, offering more insights into this Cost Planning.