To: Software Developers

From: Aurelio-Ceejay Guiking, Project Lead

Date: March 10, 2018

Subject: Critical Tasks

As project lead, I wanted to highlight the critical tasks for this project. Listed below are the critical tasks. The following numbers next to these tasks display the number of weeks needed to complete this tasks.

* design protocol critical 4
* write I/O critical 7
* test user interface critical 11
* design driver critical 4
* design engine critical 4
* write main critical 7
* test main critical 11
* install product critical 15

It is imperative that these tasks must be completed by the allocated amount of weeks. If these tasks are delayed, then the entire project will be delayed. Thank you for taking the time to read this document.

Sincerely,

Aurelio-Ceejay Guiking