Microsoft® Office Project Server 2007
Projects and Project Characteristics Worksheet

Prepared by:		Date:	

Number of Projects

For your Enterprise Project Management (EPM) Solution as a whole, list how many total, proposed, active, and archived projects you expect.

Total Projects	
Proposed Projects	
Active Projects	
Archived Projects	
Project Templates	

Project Characteristics

List the project characteristics that will have an impact on your EPM solution:

Project Characteristic	Number
Active Projects	
Project Duration (days)	
Tasks	
Assignments	
Team Members per project	
Project Managers per project	
Custom Fields	