

Microsoft® Office Project Server 2007: Project Management Requirements Worksheet

Prepared by:

Date:

Features

For your Enterprise Project Management (EPM) Solution, list what features you plan to use and what you anticipate the usage level will be.

Project Features		Usage		
		High	Medium	Low
Client				
	Project Professional			
	Project Web Access			
	Outlook Add-in			
Server				
	Work Tracker			
	Programs			
	Timesheets			
	Portfolio Management			
	Master Projects			
	Commitments			
	Workspaces			
	Collaboration			
	Document Management			
	Risk Management			
	Issues Management			
	Proposals			
	Project Center			
	Task Management			

Scenario

Identify the scenario that most closely describes your project management requirements.

Scenario	Notes
Hosted – In Hosting	
Hosted – Out Hosting	
Portfolio Management	
Timesheet	
Program	
Other	