

Stakeholder Engagement

Stakeholder	Unawar	Resistant	Neutral	Supportive	Leading
<i>Customer</i>				C,D	
<i>Sponsors</i>				C	D
<i>Management</i>			C	D	
<i>Teams</i>					
- <i>Software Team</i>					
- <i>Team leader</i>	C				D
- <i>Seniors</i>	C			D	
- <i>Juniors</i>	C		D		
- <i>Quality Team</i>			C	D	
- <i>HR Team</i>		C		D	
- <i>Marketing Team</i>			C	D	
<i>Businesses Owners</i>	C			D	
<i>Competitors</i>		C,D			
<i>Supplier</i>				C,D	

Notes

Sponsors & Management

They can be supportive by highlighting the potential revenue of the project.

Software Team Leader

His current state can be changed to supportive by letting him take part in decision making.

Software Team Seniors

Their current position can be changed to supportive by encouraging and highlighting the potential outcomes of this project.

Software Team Seniors

They can be neutral by stating the impact of this project's success to their career and experience.

Quality & HR & Marketing Teams

They can be supportive by building good relationships with the team leader or the team

members or pushing by the sponsor or the management.

Businesses Owners

They can be supportive by Advertisements or infield meetings and highlighting the unique features of the application and the positive impact of using it on their revenue.

Communication Management

Purpose	Responsibility	Audience	Medium	Contents	Frequency
Project status	PM	<i>Customer</i>	Meeting	Issues, Risks, and Demo or recent updates	Biweekly
Project status report	PM	<i>Customer</i>	Email	Recent updates, risks, and issues.	Weekly
Team Status	PM	<i>Software team</i>	Meeting	Status, Risks, and issues	Weekly
Audit	Quality Team	<i>PM</i>	Meeting	Status, Risks, Issues, compliance	Weekly
Project status	PM	<i>Management, Sponsors</i>	Meeting	Progress, Risks, Issues	Monthly
Application features and advantages	Marketing Team	<i>Businesses Owners</i>	Meeting, online	Demo	Once or Twice