

BUSINESS PROCESS MANAGEMENT (IS 8)

Project Proposal

Prayer



Heavenly Father and Your Beloved Son Jesus Christ, We thank you for giving us another life, We thank you for another Beautiful Day As we go on through our lessons today, May You make us instruments to do good things. Please enlighten our minds, Give us the strength to participate in our subject today.

Thank you for this opportunity to learn and serve others, and help us to always remember the Truth of Your Glory!

In Jesus' name. Amen.

Project Proposal Outline/ Guidelines

To ensure consistency regarding the format of the proposals, a project proposal outline is provided.

- 1. Title Page
- 2. Background/ Project Context
- 3. Project Objectives
- 4. Project Scope
- 5. Limitation/ Delimitation of the Project
- 6. Software and Hardware Requirements
- 7. Appendices

Title Page

The title page includes the following information:

- The exact title of the project proposal
- The full name of the proponents
- The month and year the project is submitted.

The project title should be creative and catchy, without compromising the goals of the activity.

Background/ Project Context

- Project overview should provide synopsis of the project's topic and discuss the current operations/ status of the existing system or procedure.
- The purpose of this section is to provide information on how the problem will be solved by the proposed project.

- The proponent should give a strong justification for selecting the proposal.
- This section should provide a short background of the company, its desire and capacity to improve the current systems.

Objectives of the Project

A **project objective** describes the desired results of a project. A project objective is a statement that describes the "what" of your project.

General objective

This section states the over-all goal that must be achieved to answer the problem

Specific objectives

This subsection is an elaboration of the general objective. It states the specific steps that must be undertaken to accomplish the general objective.

- ☐ These objectives must be specific, measurable, attainable, realistic, and time-bounded.
- □ Each specific objective may start with "to design/ survey/ develop/ create / review/analyze…"

Project Scope

- The scope explains the nature and coverage of the proposal.
- The scope of the project gives an overview of all the deliverables (i.e. the things that the project gives/ delivers), the tools and technologies used that will be used in the project development, the location of the study, and the participants

Limitation / Delimitation of the Project

Project limitation/ delimitation explains all that are not included in the project, the boundaries of the project (i.e. area/ things that are out of scope).

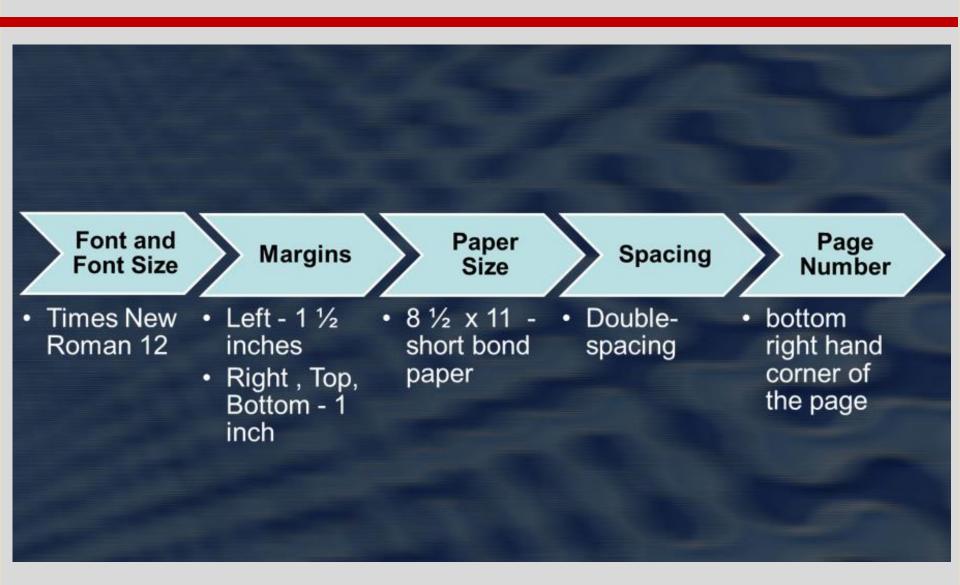
Software and Hardware Requirements

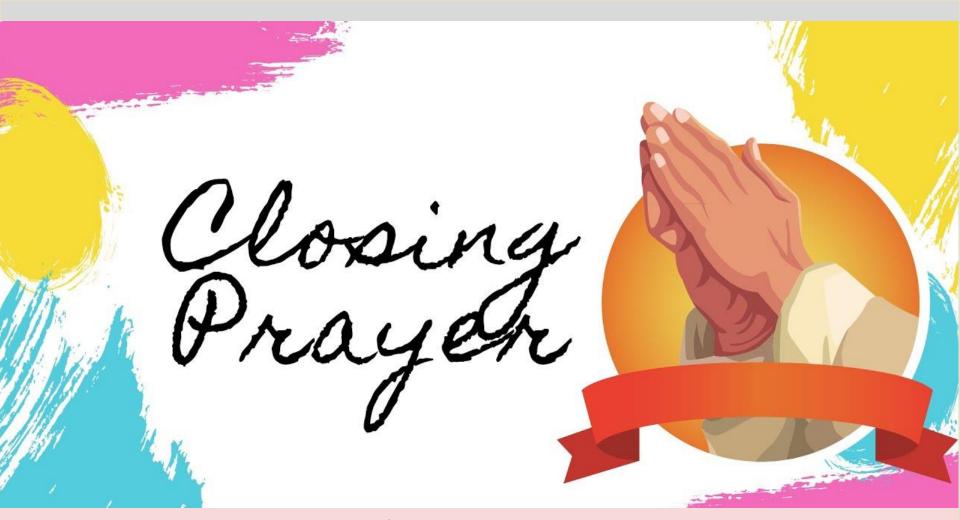
- This section discusses the software and hardware resources needed to implement and to execute the system.
- Most software defines two sets of system requirements: minimum and recommended.

Appendices

An appendix is a collection of supplementary materials, located at the end of the project proposal (such as pictorials, journal, narrative report, learning experiences). Appendices in should be clearly labeled and provide supportive information that relates directly to the proposed project.

Format and Style





Father, we thank You for the knowledge we learned today.

And may you continue blessing us with your Divine Wisdom.

We ask all these in the name of Jesus. Amen

CONTACT INFORMATION

You can contact me through the following:

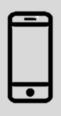


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