# Overview

## About the project

Introduce the focus of your project

Background – you may need to insert information from your project brief written in your own words. You may also wish to include the project brief in the Appendix.

The overall goal of this project is to…….

*One or two paragraphs are all that is needed here.*

### Project Team

Outline the project team members and the roles and responsibilities that they will assume for the duration of the project.

*One paragraph is all that is needed here or a sentence and a table that defines the roles/responsibilities.*

### Business Requirements

From the project brief and from any feedback from your client, outline the business requirements for your project in your own words.  
Specifically in this section outline:

* • what is the key content that your website should communicate,
* • what is the key function your website should perform, and
* • what will your web visitors remember about your site (your brand)

*One or two paragraphs are all that is needed here.*

## Project Approach

Outline the approach that was used to develop the project – write a paragraph describing this process and why it was used. Reference your writing in this section.

*One or two paragraphs are all that is needed here.*