Worksheet for Developing Rough Estimates

Instructions

*Use this worksheet to divide a complex activity into smaller tasks—a process known as Work Breakdown Structure (WBS). Once tasks have been broken down into smaller, more manageable units, estimate the time, costs, and skills needed to complete each task. These rough, high-level estimates will inform your project plan.*

PROJECT:

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| MAJOR TASK | SUBTASKS | SUB-SUBTASKS | SUB-SUBTASK  DURATION | SUB-SUBTASK  COSTS | SUB-SUBTASK  SKILLS NEEDED |
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| MAJOR TASK | SUBTASKS | SUB-SUBTASKS | SUB-SUBTASK  DURATION | SUB-SUBTASK  COSTS | SUB-SUBTASK  SKILLS NEEDED |
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