Special Offer!

Dear Customer

We know that your time is precious, you've got plenty of work to do and a tight project schedule to meet – that's why we created the Project Management Kit in the first place, as it helps you **complete project tasks faster**, saving you time and effort. Let me tell you why…

Rather than starting from scratch each time you start a project task, you can use the *Project Management kit* to give yourself a head-start. You simply open the templates included and **fill in the gaps**. You'll complete tasks faster and make your life much easier than before.

You will save an enormous amount of time by using the templates, forms, tables, charts and reports included in the Project Management Kit - helping you to deliver projects on time and within budget.

The templates included in this kit are totally unique, as they've been written by experts and they're pre-formatted ready to use now.

Now here's a **special offer** to help you get this kit and make your life easier today:

Buy the *Project Management Kit* in the next 7 days and get $29.50 off!

Simply enter the Coupon Code Z45123 in the Shopping Cart, to claim your discount.

This is a one-off limited time offer.

If you want to save time and effort with projects then read on…

Get a head start...

Delivering a project is a challenging job. You've got a huge amount of work ahead of you and a limited amount of time within which to do it.

To succeed, you really need a **HEAD-START!**

Here are 5 reasons why this kit **gives you a head-start**:

1. It tells you *which* deliverables you need to create
2. It explains *how* and *when* to create each deliverable
3. It provides *pre-formatted* templates for each deliverable
4. It includes the tables, forms and checklists for each deliverable
5. It has practical examples, tips and hints to help guide you.

By using this template kit to give you a head-start, you can:

✓ Create project documents quickly and easily
✓ Constantly improve the quality of your deliverables
✓ Produce deliverables faster than ever before.

In fact, more than 45,000 people in over 50 countries use these templates to get a head-start for their projects.

Save time and effort...

As well as giving you a head-start, this kit **saves you time and effort** when creating deliverables.

We all know that time is a scarce resource in a project. You have to produce your deliverables within a fixed schedule while managing change, risk and issues. It's no wonder Project Managers nearly pull their hair out!

However by using this kit, you can actually save time and effort on projects. Here are 10 reasons why:

You can use the:

1. **Templates** to create deliverables
2. **Forms** to resolve risks and issues
3. **Checklists** to measure success
4. **Procedures** to improve quality
5. **Reports** to communicate status
6. **Logs** to record project progress
7. **Charts** to control project change
8. **Processes** to monitor project delivery
9. **Examples** to gain knowledge
10. **Plans** to schedule tasks & resources

Everything you need...

In fact the Project Management Kit gives you **everything you need** to deliver your project successfully. It includes the following templates, forms, processes and checklists:

Project Initiation

- Business Case
- Feasibility Study
- Project Charter
- Job Description
- Project Office Checklist
- Phase Review Form (Initiation)

Project Planning

- Project Plan
- Resource Plan
- Financial Plan
- Quality Plan
- Risk Plan

- Acceptance Plan
- Communications Plan
- Procurement Plan
- Tender Management Process
- Statement of Work
- Request for Information
- Request for Proposal
- Supplier Contract
- Tender Management Register
- Phase Review Form (Planning)

Project Closure

- Project Closure Report
- Post Implementation Review

Project Execution

- Time Management Process
- Timesheet Form
- Timesheet Register
- Cost Management Process
- Expense Form
- Expense Register
- Quality Management Process
- Quality Review Form
- Deliverables Register
- Change Management Process
- Change Request Form
- Change Register
- Risk Management Process
- Risk Form

- Risk Register
- Issue Management Process
- Issue Form
- Issue Register
- Procurement Management Process
- Purchase Order Form
- Procurement Register
- Acceptance Management Process
- Acceptance Form
- Acceptance Register
- Communications Management Process
- Project Status Report
- Communications Register
- Phase Review Form (Execution)

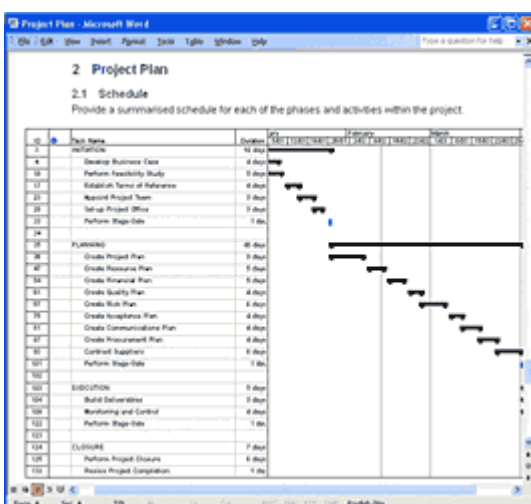*"This kit gives you the complete set of templates needed to manage projects. It's great!"*

Project Management Institute
Pamela Good, Vice President, Buffalo USA

"These templates are extremely valuable. They'll help you manage projects more easily."

The Institute of Management Consultants
Professor David Iornem, Director

Templates with a Difference...

These Project Management Templates are totally unique due to their:

Coverage: The templates fit neatly together to *cover the entire* Project Lifecycle.

Depth: They describe *in depth*, how to complete each step in the lifecycle.

Quality: They have been professionally laid out and have a *high quality* finish.

Style: They're jargon-free, so they are easy to read and even easier to use.

Tools: Hundreds of charts, tables, forms, checklists and examples are included.

Achieve Project Success...

Each template helps you to achieve project success by:

- ✔ Reducing the **time** taken to complete documents
- ✔ Improving the **quality** of your deliverables
- ✔ Giving you the tools needed to reduce **risk**
- ✔ Helping you control project **scope**
- ✔ **Saving** you money, effort and stress
- ✔ Helping you to deliver your project on time and under budget, **achieving project management success**.

One-Off Special Offer

So by giving you a *head-start* and *saving you time and effort* on projects, this kit will make your life much easier than before.

Buy the Project Management Kit today for only $295. Here's how:

- ✓ [Click here](#) to visit the website
- ✓ Select "Buy" & enter your purchase details
- ✓ Enter the Coupon Code **Z45123** and get a 10% discount saving you $29.50 on your purchase!
- ✓ Download the kit immediately for use

If you want to save time and effort making your life easier, then
[buy the Project Management Kit right now!](#)

[Click here to BUY NOW!](#)