| PRODUCT CHECKLIST | | | | | | | **FORM**  **Ref:**  **Version: 4.2** | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Programme: SPPM** | | | **Project: E-Commerce Website for Skanda** | | | | **PRINCE2** | |
| **Plan ID** | **Product**  **Ref** | Product | **Draft Ready**  **Planned Actual** | | **Quality Check**  **Planned Actual** | | **Approval**  **Planned Actual** | |
| 01 | ProjectInitiationDocument\_SKANDA | Project PID | 22/02/22 | 24/02/22 | 02/03/22 | 03/03/22 | 03/03/22 | 03/03/22 |
| 02 | ConfigurationManagementPlan\_SKANDA | Configuration Management Plan | 28/02/22 | 28/02/22 | 02/03/22 | 03/03/22 | 03/03/22 | 03/03/22 |
| 03 | StagePlan\_SKANDA | Stage Plan | 28/02/22 | 1/03/22 | 02/03/22 | 03/03/22 | 03/03/22 | 03/03/22 |
| 04 |  | General Design | 28/02/22 | 1/03/22 | 02/03/22 | 03/03/22 | 03/03/22 | 03/03/22 |
| 05 | ProjectHighlightReport\_SKANDA | Highlight Report | 06/03/22 | 08/03/22 | 09/03/22 | 10/03/22 | 10/03/22 | 10/03/22 |
| 06 |  | Base theme | 07/03/22 | 07/03/22 | 09/03/22 | 10/03/22 | 13/03/22 | 11/03/22 |
| 07 |  | Plugins | 08/03/22 | 08/03/22 | 09/03/22 | 10/03/22 | 13/03/22 | 12/03/22 |
| 08 |  | User interfaces | 16/03/22 | 19/03/22 | 27/03/22 | 23/03/22 | 27/03/22 |  |
| 09 |  | Functions(Buttons/ Links) | 16/03/22 | 20/03/22 | 27/03/22 | 23/03/22 | 27/03/22 |  |
| 10 |  | Page contents | 17/03/22 | 24/03/22 | 27/03/22 | 23/02/22 | 27/03/22 |  |
| 11 | LessonsLearnedReport\_SKANDA | Lesson learned report | 21/03/22 | 22/03/22 | 24/03/22 | 24/03/22 | 24/03/22 | 24/03/22 |
| 12 |  | Work package document | 21/03/22 | 22/03/22 | 25/03/22 |  | 25/03/22 |  |