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1/07/2016

KIMPLY

Project Management Plan

Version 1.0.1

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# Introduction and Purpose

*Provide an introduction to what the project is about, and what its purpose is. Also briefly mention what the other parts of the document will contain or discuss.*

# Summary of Project

## Assumptions

*You should discuss briefly any assumptions that you’ve had to make to run or manage the project.*

## Client/Users

*Describe the expected target users/ audience of the app, as well as any stakeholders in this project.*

## Deliverables

*Outline what the deliverables are – i.e. what will be produced at the end of the project.*

# Scope

## Approach/Methodology

*Describe briefly how this project will be handled at a high level*

## Timelines

*Detail the milestones of the project as well as when each will be completed by. Also include dependencies of the listed tasks.*

*Describe tools and methods that will be used to manage the project schedule / timing / tasks.*

# Personnel/HR management

*Explain how the team members are being managed; i.e. who is working on what, and what tools are used to facilitate this. Reference items from the timeline section*

# Communications management

*Describe how the communications is handled within your team.*