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| **Tasks** | **To be completed by** | **Completed?** |
| Introduction-Audience and purpose of portfolio | 16/5/22 | Checkmark with solid fill |
| Layout designs and storyboard | 16/5/22 | Checkmark with solid fill |
| Asset list and folder structure | 16/5/22 | Checkmark with solid fill |
| Timeline for the project | 23/5/22 | Checkmark with solid fill |
| Test the portfolio | 13/6/22 |  |
| Review and feedback | 13/6/22 |  |
| Improve your final portfolio | 20/6/22 |  |
| Interim deadline |  |  |