[Author Name]

[Company name]  [Company address]

Project management plan

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# Project Aims

Can be elaborated on from scope document.

# Project Scope

Can be elaborated on from scope document.

# Project Deliverables

Can be elaborated on from scope document.

# Project Cost

[If this wasn’t an educational assignment based project,

# Milestone Schedule

[what are the key deliverables? When will you meet these by?]

# Project Schedule

[See GANTT Chart document].

# Resources Required

*[The project schedule will enable you to justify the project's resource requirements for time, equipment, budget and people. Identify individuals by name or skillset along with their responsibilities within the project.]*

# Communication Plan

*[Who needs to be kept informed about project progress and how will this be communicated? Typically there will be various reports with differing levels of detail for different stakeholders that cover progress and planned work for the next period]*

# Risk Management

*[This involves the identification, monitoring and mitigating of risks.]*

# Quality Guidelines

*[You need to know what level of quality is expected and required so the definition needs to be detailed and measurable. It also needs to take into account available budget and resources.]*