

COMMUNICATION PLAN

**Version1.0**

**Nhuan Tran**

**25/04/2017**

**VERSION HISTORY**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Version #** | **Implemented**  **By** | **Revision**  **Date** | **Approved**  **By** | **Approval**  **Date** | **Reason** |
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# Introduction

## Purpose

*<Purpose of this document>*

## **Audience**

*<List all audience this document>*

|  |  |  |
| --- | --- | --- |
| **Intended Audience** | **Name** | **Reading Suggestions** |
|  |  |  |
|  |  |  |
|  |  |  |

**Table 1.Aduience**

# ****Project Stakeholder****

## **Roles & Responsibility**

*<List all roles and responsibility>*

|  |
| --- |
| **Faculty of Information System** |
|  |
|  |

**Table 2.Faculty of Information System**

|  |
| --- |
| **Mentor** |
|  |

**Table 3.Mentor**

|  |
| --- |
| **Development Team** |
|  |
|  |
|  |
|  |
|  |

**Table 4.Development Team**

# ****Project Stakeholder****

## **Roles & Responsibility**

*<List all roles and responsibility>*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **From** | **To** | **What get communicated** | **What get decided** | **Method** | **Frequency** |
|  |  |  |  |  |  |

**Table 5.Project manager with customer**

* 1. *Internal Team*

*<List all internal team>*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **From** | **To** | **What get communicated** | **What get decided** | **Method** | **Frequency** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**Table 6.Internal Team**

* 1. *Project Manager with Mentor*

*<List all project manager with mentor>*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **From** | **To** | **What get communicated** | **What get decided** | **Method** | **Frequency** |
|  |  |  |  |  |  |

**Table 7.Project Manager with Mentor**

# References

*<References of this document>*