Project plan (up to 6 marks)

Topic	Method/Approach	Possible Mark
Production of a formal plan to undertake the project with realistic timescales and identifying. Schedules for each stage and overall completion.	The evidence for this topic could take the form of a draft project plan produced using appropriate project management software as illustrated in the sample solution. The scheduling of the tasks in the development stage should reflect a recognised software development methodology. The scheduling should reflect task dependencies and should try to identify possible concurrent tasks. The solution planning milestone could well be concurrent with the development milestone. **The final milestone should be scheduled 2 weeks earlier than the given project end date to allow slippage.**	
Milestones and deliverables.	List all deliverables to all stages of the project: • Inception phase planning report • Documentation for feasibility meeting • Solution planning report • Development stage documentation • Evaluation report	
Main tasks.	Each of the main tasks required to complete the project should be identified and given draft durations. Any potential task dependencies should be identified.	
Resources.	List an appropriate set of resources required.	6