



## Activity 6



Complete the table below to work on project planning. This will help you plan what you need to do to finish the project.

|                            |             |                              |             |
|----------------------------|-------------|------------------------------|-------------|
| <b>Project Name:</b>       |             | <b>Project Team</b>          |             |
| <b>Project Goal:</b>       |             | Name:                        |             |
|                            |             | Name:                        |             |
|                            |             | Name:                        |             |
| <b>Project Start Date:</b> |             | <b>Project End Date:</b>     |             |
| <b>Basic Requirements</b>  |             | <b>Advanced Requirements</b> |             |
| <b>Tasks</b>               | <b>Time</b> | <b>Tasks</b>                 | <b>Time</b> |
|                            |             |                              |             |
|                            |             |                              |             |
|                            |             |                              |             |
|                            |             |                              |             |
| <b>Total Time</b>          |             | <b>Total Time</b>            |             |