

Project Planning: Lesson Starter

1. Quick Start

To run a successful AI project, you need to balance **human organization** with **digital tools**. Before we start our new project, let's see how much you recall about the core terminology and team structures.

2. Terminology Match



Draw a line or write the letter to match the **Key Term** with its correct **Definition**.

Key Term	Definition
1. Constraints	A. The specific goals or products a project aims to achieve.
2. Deliverables	B. Factors that restrict a project (time, money, tools).
3. Users	C. A relationship where one task must finish before another starts.
4. Task Dependency	D. The people who will use the product being developed.

3. Building the Team

A strong project team has clear roles. Identify the correct role for each description below.

Word Bank: Project Lead | Researcher | Designer | Scribe



Role Name	Responsibility
	Documents meetings, tracks decisions, and writes evidence for the final report.
	Keeps team focused on goals, manages time, and ensures deadlines are met.
	Uses AI tools to find information and solve technical problems.
	Organizes visual layout, creates slides, and ensures a professional look.

4. Quick Concept Check ⚡

Select the best answer based on your previous knowledge of project planning and AI.

1. Which statement about **Task Dependency** is true?

- a) All tasks can be done at the same time.
- b) Some tasks must be finished before others can start.

2. When evaluating AI research output, what is the **most critical** factor to check?

- a) The reliability of sources and logic
- b) How fast the response appeared
- c) The length of the text
- d) The complexity of the vocabulary

3. A decision record should show the options considered, the advantages, and the final _____ for the choice.