|  |  |  |  |
| --- | --- | --- | --- |
| **Project Planning** | | | |
| **Design Organization:** | | | **Date:** |
| Proposed Product Name: | | | |
| **Task** | **Name of Task**: | | |
| **Objective** : | | |
| **Deliverables:** | | |
| **Decisions needed**:  Decision 1:  Decision 2: | | |
| **Personnel needed**  Title:       Hours:       Percent full time:  Title:       Hours:       Percent full time: | | |
| **Time estimate** Total hours:       Lapsed time(include units): | | |
| **Sequence:** Predecessors:       Successors:  Start Date:       Finish Date: | | |
| **Costs:** Capital EquipmentDisposables: | | |
| **Task** | **Name of Task**: | | |
| **Objective** : | | |
| **Deliverables:** | | |
| **Decisions needed**:  Decision 1:  Decision 2: | | |
| **Personnel needed**  Title:       Hours:       Percent full time:  Title:       Hours:       Percent full time: | | |
| **Time estimate** Total hours:       Lapsed time(include units): | | |
| **Sequence:** Predecessors:       Successors:  Start Date:       Finish Date: | | |
| **Costs:** Capital EquipmentDisposables: | | |
| Team member: | | Prepared by: | |
| Team member: | | Checked by: | |
| Team member: | | Approved by: | |
| Team member: | |  | |
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