

## Project Plan

1. What is the name of the organization?
2. What is the issue?
3. What is the goal?
4. What are some ways you can address the goal?
5. Which of the ideas you wrote down in response to Question 4 makes the most sense? Why? How did you reach this decision?
6. How will you know if you were successful?
7. Who is the target audience?
8. Who do you need to talk to?
9. What information do you need to collect?
10. What images do you need?
11. What skills do you need to acquire? Who will acquire these skills? How?

## **Logistics**

Meetings with the Client:

Group Roles and Responsibilities:

**Project Timeline:**