ONE-PAGE PROJECT PLAN TEMPLATE

PROJECT NAME				PROJECT MANAGER	
PROJECT DELIVERABLE					
SCOPE STATEMENT					
START DATE	00/00/0000	END DATE	00/00/0000	OVERALL PROGRESS	0%

TASK NAME	ASSIGNED TO	START DATE	END DATE	DURATION in days	STATUS	COMMENTS
Set Kickoff Meeting	Alex B.	09/02	09/03	2	Complete	
Agree on Objectives	Frank C.	09/03	09/07	5	Complete	
Detailed Requirements	Jacob S.	09/07	09/12	6	Complete	
Hardware Requirements	Jacob S.	09/09	09/11	3	Overdue	
Final Resource Plan	Jacob S.	09/11	09/15	5	In Progress	
Staffing	Alex B.	09/16	09/17	2	In Progress	
Technical Requirements	Frank C.	09/17	09/21	5	Not Started	
DB Development	Shari W.	09/22	09/24	3	Not Started	
API Development	Shari W.	09/23	09/27	5	Not Started	
UI Client	Alex B.	09/25	09/29	5	Not Started	
Testing	Kennedy K.	09/24	10/02	9	Not Started	
Development Complete	Jacob S.	10/02	10/05	4	Not Started	
Hardware Configuration	Alex B.	10/05	10/07	3	Not Started	
System Testing	Kennedy K.	10/06	10/09	4	Not Started	
Launch		10/10	10/10	1	Not Started	