

Plan and visualise your projects quickly

Project Planner

What can it help with?

This tool gives a simplified project overview and helps improve communication in project teams, it can also be used to map a service or product.

How do I use it?

Work through the steps, answering the questions to give you a complete overview of your project.

Who's it for?



We think most things work best in a group, but you can do it individually too.



Sometimes it's interesting for everyone in the group to work alone then come together to compare and combine ideas.

How long will it take?



60 - 90 Minutes

How hard is it?

Beginner

What goes well with it?

- Business Model Canvas
- Strategy Ladder
- People & Culture
- Levels of Influence
- Plus, we'd always recommend you try the Assumption Dump before starting any project 😊



Project Planner

PURPOSE Why are you doing this project and what do you hope to achieve?



SCOPE What should (and shouldn't) this project do?



SUCCESS CRITERIA What do you need to achieve and how will you measure success?



MILESTONES When will you start the project and finish and what are the key milestones along the way?



OUTCOME What is the end result?



ACTIONS What needs to happen to reach your milestones?



TEAM Who are your team and what are their roles?



STAKEHOLDERS Who has influence and/or is impacted by your project?



USERS Who will benefit from the outcome of the project?



RESOURCES What resources do you need?



CONSTRAINTS What are the known limitations of the project?



RISKS Which risks may occur and how will you avoid or treat them?

