

Project Planning

Project planning refers to everything you do to set your project up for success and requires careful consideration of key questions.

Define

- What is your idea?
Define “it”.
- What is the end goal?
- How will it help the organization?

Collaborate

- Who needs to be involved?
- Does leadership support it?
- Does something similar already exist?

Plan

- What is the overall timeline?
- What key steps are necessary?
- Do you need resources (people, money, etc.)?