

PROJECT PLANNING



CLASS: _____ % OF FINAL GRADE: _____

PROJECT SPECS

What is the purpose/ goal of the project?
What are you supposed to learn?

What specific criteria do you need to meet to earn an acceptable grade?

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

BRAINSTORMING

What are your ideas?

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-
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-
-

Steps for executing the project:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.



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PLANNING

What resources do you need?

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What research do you need to do?

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IMPORTANT DATES

Set goals and a timeline for each step of the project

ASSESS PROGRESS

Take time along the way to assess how the project is going:

- Are you “on schedule”? ☐ Yes ☐ No
- Are you meeting the guidelines? ☐ Yes ☐ No
- Is this your best work? ☐ Yes ☐ No

IF YOU'RE ON TRACK - KEEP IT UP!

IF YOU'RE NOT ON TRACK -

ADJUST YOUR PLAN OR SEEK HELP!