

Process

- Attach Relevant Docs
- Note Approval Date
- Set Security
  - File>Security
  - Passwords to open/modify
- This becomes project baseline

September 12, 2006  
Mr. Burns, Executive Sponsor

Approval Date

Project Org Chart

Schedule  
Cost Breakdown  
Technical Specifications

Supporting Documents

Quality Management Plan

Cost Management Plan

# Sample Project Plan

Project Charter

Scope Statement

Work Breakdown Structure

Change Management Plan

Risk Management Plan

Project Review Process