

PLANNING A PROJECT



<p><u>1) What is your aim?</u> (a sentence that shows your vision and what impact you want to have)</p>	
<p><u>2) What objectives do you want to achieve?</u> (a list of objectives your project wants to achieve)</p> <p>Is this objective specific? Can you measure it? Is it achievable and realistic? Is it within a time frame?</p>	
<p><u>3) How are you going to achieve this?</u> (The stages you will have to go through to realise your objectives)</p>	
<p><u>4) What do you need to measure?</u></p>	
<p><u>5) What impact will you have?</u> (what effect will you have on the people involved in the project?)</p> <p>Relate this back to your aim</p>	