EPICS Project Plan

Your team needs to create a project plan. It should contain all of the following information.

- **Cover page**
  - Title
  - Student names, contact information, signatures
  - Client and contact information. (Mr. Smith on behalf of the Brazos Valley Food Bank)

- **Introduction**
  - Background
    - Context of the problem
    - Client's goals.
  - Problem Definition
    - What piece are you solving?
    - What will be the benefits?
    - What are you going to leave to someone else?
    - How does it fit into the clients overall goals?

- **Summary of what will be produced this term**
  - What are your deliverables

- **Overview of the Conceptual Design**
  - What solution are you pursuing

- **Work flow**
  - Schedule
  - What tasks will you do and how long will they take.
  - Gantt or PERT chart
  - What is the critical path?

- **Safety and Liability**
  - Safety for the team?
  - Safety for the client?
  - Safety for the community?
  - Ethics and legal issues?

- **Needed resources**
  - Budget
    - Tools?
    - Building materials?
    - Space?
  - Skills?

- **Project governance (project constitution)**

- **Discussion and conclusion**
  - Other issues?
  - Potential road blocks.
  - Potential resources
  - References (websites, articles, previous work?)