CRITERION B: CHECKLIST

Record of tasks

Record of tasks form provided (zero without) and uses the mandatory template		
Includes all 5 stages (plan, design, develop, test, implement)		
Contains all necessary information (task number, planned action, planned outcome, time estimate, target date, criterion).		
Relates to the product proposed in Criterion A (not a record of making some alternative product!)		
Updated during the life of the project		
Time frames are realistic.		
Provides a realistic plan and timeline for managing the solution, including the gathering of necessary information, the development of the product and the testing process.		
Provides detail of the implementation (training the client on the system etc)		
No word count applies		