

INNOVATION PROJECT WORK PLAN: PROJECT DESIGN AND WORK PLAN**PROJECT METHODOLOGY** (Maximum 3000 words)

Explain what kind of methodology will be used to implement this innovation project. Define critical success factors and milestones which will help to monitor the progress of the project. Milestones are tools to mark specific points along a project timeline. They are important moments during the project to monitor the progress.

WORK PLAN

In chronological order, list and number the major tasks necessary to complete the project, including the elements listed below.

Description: For each task, describe the work that will be included the task (the scope of work for the task). Identify why the task is necessary to achieve the project scope or objective.

Responsibility: For each task, identify who is responsible for performing the work. Work may be performed by consultants, contractors, university researchers or others. More than one party may be responsible for a task if the roles are clearly identified.

Duration: For each task, indicate the amount of time needed to complete the task, in terms of the number of months.

Performance indicators: For each tasks please define key performance indicators

Deliverables: For each task, list all deliverables that will result from the work on the task, such as reports, test results, maps, software, etc. The minimum deliverable for any task is a 1 – 2 paragraph write-up describing the outcome of the task.

TASK 1: (add text here)

TASK 2: (add text here)

LEVEL OF INNOVATION

Please explain what kind of innovation will be developed in your project? (Maximum 2000 words). Please use Oslo manual for reference.

Organisation level

National level

International level

SCHEDULE RISKS Provide a brief discussion of schedule risks and uncertainties. (Maximum 2000 words).