**[](https://bit.ly/2QTF1TZ)SOFTWARE PROJECT DESCRIPTION**

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| PROJECT NAME | | |
|  | | |
| PREPARED BY | TITLE | DATE |
|  |  |  |
| EMAIL | | PHONE |
|  | |  |

# project overview

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# purpose / goals

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| OBSTACLES |  |
| INDUSTRY /  MARKET  RISK  FACTORS |  |
| BUDGETARY  RISK  FACTORS |  |
| HARDWARE COMPATIBILITY |  |
| SOFTWARE EMPLOYED |  |

# TIMELINE / MILESTONES

OVERVIEW

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| **MILESTONE** | **REPORTING** | **DEADLINE** |
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| DEPLOYMENT / DISTRIBUTION |  |
| TESTING |  |
| DOCUMENTATION |  |
| SUPPORT |  |
| TRAINING |  |

# COST STRUCTURE

OVERVIEW

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| **NEEDS / INVESTMENT** | **COST** |
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| ESTIMATED TOTAL COST |  |

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