Schedule Management Plan.

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Project title:		Date prepared :

1.- Schedule Methodology.

- Identify the scheduling methodology that will be used for the project,
- whether it is CRITICAL PATH, CRITICAL CHAIN, or some other methodology

2- Schedule tools.

- Identify the scheduling tool(s) that will be used for the project.
- Tools can include scheduling software, reporting software, earned value software, etc

3.-

Level of Accuracy	Units of Measure	Variance Thresholds
Describe the level of accuracy needed for estimates. The level of accuracy may evolve over time as more information is known, (progressive elaboration).	Indicate whether duration estimates will be in days, weeks, months, or some other unit of measure.	Indicate the measures, that determine whether an activity, work package, or the project as a whole is on time, requires preventive action, or is late and requires corrective action.

4.- Schedule reporting and format.

- Document the schedule information required for status and progress reporting.
- If a specific reporting format will be used attach a copy or refer to the specific form or template.

5.- Organizational Procedure links.

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6- Process Management.

Activity Identification.	• Describe how activities will be identified, such as decomposition, brainstorming, interviews, etc.
Activity Sequencing.	• Describe any guidelines for sequencing activities to create a network diagram. • This can include guidance on the types of dependencies and how to document them.
Estimate Resources.	• Indicate how resources will be estimated, loaded and managed in the scheduling tool. • This can include how to work with resource pools, skill sets and levels and types of resources.
Estimate Effort and Duration.	• Indicate the estimating techniques that will be used to arrive at effort and/or duration estimates. • Examples include ; analogous estimates, three-point estimates, parametric estimates , etc...
Updating monitoring anc controlling.	• Document the process for updating the schedule, including update frequency, permissions, and version control. • Indicate the guidelines for maintaining baseline integrity and/or re-baselining if necessary.