

# PROJECT MANAGEMENT – WE SAVE YOUR TIME

## PROCEDURE

Each task / project will be represented by five (5) stages:



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### ASSESSMENT

- Project description defined, scope and title identified;
- Current time taken to accomplish relevant activities assessed;
- Target time saved guesstimated;
- Effort required for design, develop, and test estimated;

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### DESIGN, DEVELOP & TESTING

Effort taken to complete this task / project.

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### MEASUREMENT

New time taken to accomplish the same activities measured to determine success or failure.

## BRAND PROMISE

Effort exceeding estimated will be charged at half price. In addition, if benefit was not substantially realized by the completed task / project, full refund will be issued upon request.

Add \$1 monthly maintenance charge per hour spent on the entire task / project.