PROJECT JOURNEY CARDS

Questions for your Project.

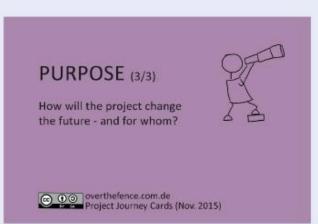




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PURPOSE (2/3) Why is the project meaningful and important - and for whom? overthefence.com.de



HOW TO GET STARTED Creating a shared picture based on a story

1 Story Teller (case giver) introduces a current project or project idea using the Story Card in 5 minutes.

5 Team Players have the mission to discover all areas of the Project Journey. Each person focuses on one area guided by the questions cards.

Goal: Find as many answers as possible for your cards. After 20 minutes, create a common picture of the project on the canvas. Be prepared to be suprised!

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THE STORY OF THE PROJECT

What do you want to achieve? For whom is the project and its results important

- and why? What is important for you?

When are the results needed?

How do you want to proceed?

What is the biggest challenge?

In which case would you celebrate?









Who is actually the customer? People who

- ... pay for the project (Sponsor)
- ... can start & stop the project (Owner)
- ... are impacted by the results (Recipients)

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RESULT



What is the project supposed to deliver to the customer? Is it rather

- ... a new product / a new service?
- ... new insights / knowledge?



really happy regarding the ... RESULT of the project?

What will make your customers

- ... MILESTONES of reaching the result?
- ... information and collaboration?



QUALITY

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Known forces, facts, events, and people that influence the journey.

- ... What/who is supporting the project?
- ... What/who is restraining the project?

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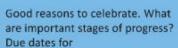


Which uncertain future events might seriously endanger or lift-up the project, in case they will happen?

(If it will happen for sure, take it as a CONDITION.)

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MILESTONES



- ... intermediate results
- ... crucial decisions
- ... visible and measurable accomplishments



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TEAM



Who is / should be on board?

- ... in the core team?
- ... in the extended team?
- ... as (external) partners?

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RESOURCES



Which resources do you need?

- ... project workspace(s)
- ... meeting facilities (on-site, online)
- ... tools and materials

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BUDGET



How much money is needed/ available for

- ... the TEAM (internal and external)
- ... the RESOURCES?

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TIME (1/3)



When does the project start? What does it take you to start the project? (e.g. approvals, preparation etc.)

Sometimes the preparation takes so much that it requires an own project.



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TIME (2/3)



When is the project due to be completed (end date)?

Check with the desired RESULTS by when should they be in place?

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TIME (3/3)



How flexible is the timeline regarding ... start and end of the project?

- .. due dates of important MILESTONES?
- People tend to forget defining due dates for MILESTONES. Ask for them!

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