

PROCESSES

1. The first step in the process is to identify the problem or goal. This involves gathering information and defining the scope of the project.

2. Next, a plan is developed. This includes setting objectives, identifying resources, and determining the timeline and budget.

3. The third step is to implement the plan. This involves executing the tasks and monitoring progress.

4. Finally, the results are evaluated. This involves comparing the actual outcomes to the planned objectives and identifying areas for improvement.

Process	Step	Duration	Resources
Project A	1. Identify problem	2 weeks	2 people
	2. Develop plan	3 weeks	3 people
	3. Implement plan	4 weeks	4 people
	4. Evaluate results	1 week	1 person
Project B	1. Identify problem	1 week	1 person
	2. Develop plan	2 weeks	2 people
	3. Implement plan	3 weeks	3 people
	4. Evaluate results	1 week	1 person

KINGSTON

