

### 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. Once the problem is identified, the next step is to develop a plan. This includes setting objectives, identifying resources, and determining the timeline.

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

4. The final step is to evaluate the results. This involves comparing the actual outcomes to the planned objectives and identifying areas for improvement.

Process	Step	Description
Project Management	1	Identify the problem or goal
	2	Develop a plan
	3	Implement the plan
	4	Evaluate the results
Quality Control	1	Establish standards
	2	Monitor performance
	3	Identify deviations
	4	Correct deviations

### KINGSTON

