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**Subject:** Project Planning  
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**Attachments:** [FA2017 Future Projects\\_05022017.pdf](#)  
[03A Introduction to Project Planning.pdf](#)

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Good afternoon

Please find attached the latest extract from the Planning Database that shows the state of planning and assessment in non-academic areas for fall 2017.

This report is organized by SPC member > Area > Institution Priority (then projects)

As we move towards Fall 2017 this report is going to become a vital part of accreditation evidence that we are able to plan for the future in a systematic and documented way.

Away from accreditation it is just good practice to do this, I know a lot of people do not have time but I would argue the other side that we don't have time NOT to plan.

You should all have access to the planning database – if anyone is struggling with access or using it please reach out. I also attach a short guide on how to think about forming project plans. Again, any questions on this just reach out, I am getting paid to work with you on this so please do not hesitate if you need anything.

Many thanks ... Peter

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