



15-point checklist - suitable for all project plans

1. Does the plan include all major project tasks?
2. Is the Plan drawn in enough detail to generate to-do lists?
3. Are all tasks placed in their logical chronological sequence?
4. Is the Critical Path clear?
5. Have task interdependencies been respected?
6. Is the plan easy to understand and visually compelling?
7. Is the plan flexible and easy to adapt to project requirements or strategy changes?
8. Are the project milestones shown?
9. Are all the duration estimates feasible and achievable?
10. Have key experts and supervisors participated and committed to the plan?
11. Can the plan be used to check day-to-day project progress?
12. Does the plan consider resource availability?
13. Have the resource needs of other projects been considered?
14. Will the plan satisfy all stakeholders' expectations?
15. Has the planner avoided linking summary tasks?

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