

**MANAGEMENT OBJECTIVE**

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**DATE:** \_\_\_\_\_

**PROJECT NAME AND DESCRIPTION:**

\_\_\_\_\_

**PROJECT MANAGER:** \_\_\_\_\_

**GOAL(S) (realist, measurable, dead line):**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**MEANS (where, when, how):**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**NEXT MEETING:** \_\_\_\_\_

**COMMENTS:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_