Project Topic: _____

Literature Review

Objective:

Project Organizer(s):

Project Advisor(s):

Date & Time:

Venue:

Target Participants:

Expected Number of Participants:

KPI (Key Performance Indicators)

Project's Action Plan

Date	Tasks	Details	Person in Charge

Budget

Expenses	
1)	Amount ..... Baht
2)	Amount ..... Baht
3)	Amount ..... Baht
4)	Amount ..... Baht
5)	Amount ..... Baht
6)	Amount ..... Baht
7)	Amount ..... Baht
8)	Amount ..... Baht
9)	Amount ..... Baht
10)	Amount ..... Baht
Total Amount	Baht

Project Procurement & Timeline

Project Procurement													

Risk Management Plan

Description of Risks	Risk Management Plans (Detailed Description)
…… …… …… ……	…… …… …… ……

.....

Signature

(…….....……)

Full Name

Project Organizer