



THE DEFINING DOZEN

1. What is this project about? (a brief description)
2. What is the goal of this project?
3. What will be the end results of the project? (the “deliverables” in business terms)
4. What will this project not be, even if it could be done easily?
5. What type of project is this? (e.g., inquiry, design, debate, expression; exploratory; or a combination)
6. What is the driving question, problem, issue or perspective that motivates the work in this project?
7. When will the project need to be completed?
8. Where will the project be done?
9. What resources are needed to successfully complete the project? (e.g., equipment, tools materials, funding, technology, online resources, books, etc.)
10. How will the project be evaluated?
11. What obstacles are involved in the project? (events or conditions that may delay or impact project work)
12. Who is involved in the successful completion of this project?