

## Workplan Worksheet

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**Goal:** \_\_\_\_\_

**Objective** \_\_\_\_\_

<b>Activity</b> <i>(what)</i>	<b>Task</b> <i>(how)</i>	<b>Responsibility</b> <i>(who)</i>	<b>Timeline</b> <i>(when)</i>	<b>Resources</b> <i>(with what)</i>
1.	1.			
	2.			
	3.			
	4.			
2.	1.			
	2.			
	3.			
	4.			
3.	1.			
	2.			
	3.			
	4.			
4.	1.			
	2.			
	3.			
	4.			