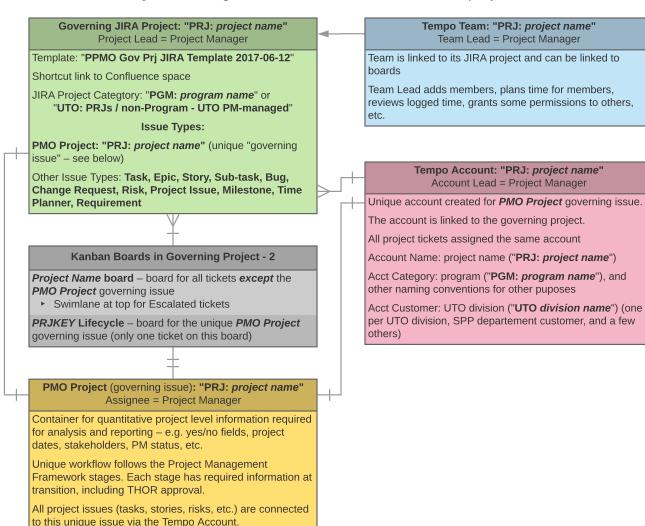
Standard UTO Project Package – PRJ & SPP – for UTO official projects and Service Partnership projects



Confluence Space: "PRJ: project name"

Space Admin = Project Manager (& others as needed)

Template: "PPMO Gov Prj Confluence Template 2017-06-12"

Container for qualitative and descriptive information about the project.

Shortcut link to governing project.

Template pages include (some are optional):

- Project Charter
- Project Planning
- Project Links and Documents
- Open Tickets
- · Communications Plan
- · Lessons Learned
- · Test Information
- Meeting Notes
- Go Live Plans
- Closeout Form