

Information

SERVICE DESK

SYSTEM MAP

ASSET

MAINTENANCE

PROJECT

1. Information

2. Processing

3. Plan / Carry out

4. Status

5. Handover

Project Name*

Title for new project application

Basic project:

☐ (Without approval)

Show only for assigned resources and display list: ☐

Project Information

Background*

Background for starting this project

Purpose:

The effect of completing this project

Risks:

A risk is all the factors that can threaten the project's purpose and goals by causing unwanted incidents to occur. Here, risk is the product of two factors: the likelihood of an unwanted event occurring and the consequences for the project if it occurs. Unwanted events can be identified by looking ahead and trying to figure out what can go wrong. Measures can then be implemented to reduce the impact on the project

Deliverables / Goal:

Description of the products to be delivered by the project. Set the project's goals regarding eg. time, cost, delimitation, risk and benefits. Here it is important to limit the scope of the project so that one can deliver within the specified time and cost. It is also important to mention the assumptions that must be in place both before and during the project's implementation period.

Gain:

Describe which gains the project will give, expressed in measurable units. This may be of e.g a technical, economic and organizational nature. This is set against the current situation (before the project existed). The gains can be both qualitative and quantitative. They should be in line with business or program gains. Tolerances should be set for each win and for the total win. All requirements for benefits to be realized must be defined.

Cost budget:

Budgeted time consumption:

hours

Start date:

2020-07-03

End Date:

2020-07-23

Priority:

Medium

Self-assigned ref.:

Resources

Add participant:

Participants:

Role	Name	Phone	Email	Company
Requester	Admin Admin		tms02@tmsportal.no	

Attachments

Templates:

Upload

Attachment:

Velg filer

Ingen fil valgt

Drag and drop files here

Actions

SAVE

CANCEL

SEND

- «Basic project» can only be changed by the administrator after a submitted application.

- «Save» is locked to everyone after submitted project (reappears if application is not approved)

- Add and remove participants can only be executed by admin after the application has been sent.