**Developing your plan**

* Collect requirements (defining and documents stakeholders needs to meet project objectives)
* Define the scope (detailed description of project and product)
* Create a work breakdown structure (process of subdividing project deliverables and project work into smaller, more management components)
* Define activities (identifying the specific action to be performed to produce the project deliverables)
* Sequence activities (identifying and documenting relationships among the project activities)
* Estimate activity resources (process of estimating the type and quantities of material, people, equipment or supplies required to perform each activity)
* Estimate activity durations (process of approximating the number of work periods needs to complete individual activities with estimated resources)
* Develop schedule (process of analyzing activity sequences, durations, resource requirements, and schedule constraints to create the project schedule)
* Estimate costs (process of developing an approximation of the monetary resources needed to complete project activities)
* Determine budget (process of aggregating the estimated costs of individual activities or work packages to established an authorized cost base)
* Plan Quality (process of identifying quality requirements and/or standards for the project and product, and documenting how the project will demonstrate compliance)
* Develop human resource plan (process of identifying and documenting project roles, responsibilities, and required skills, reporting relationships, and creating a staffing management plan)
* Plan communications (process of determining project stakeholder information needs and defining a communication approach)
* Plan risk management (process of defining how to conduct risk management activities for a project)
* Identify risks (process of determining which risks may affect the project and documenting their characteristics)
* Perform qualitative risk analysis (process of prioritizing risks for further analysis or action and combining their probability of occurrence and impact)
* Perform quantitative risk analysis (process of numerically analyzing the effect of identified risks on overall project objectives)
* Plan risk responses (process of developing options and actions to enhance opportunities and to reduce threats to project objectives)
* Plan procurements (process of documenting project purchasing decisions, specifying the approach, and identifying potential sellers)