



<b>NAME</b>						
<b>INITIAL PLANNING GRID</b>						
<b>TASKS</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
What must I produce?						
What is it for? (Purpose?)						
What's the message?						
Who's the target audience?						
What's the medium/format?						
What's the technical specification?						
When is the deadline?						
How will the work be assessed?						
Who will review my work?						
When?						