**2019 Gold Quill Awards**

**Communication Management Divisions Work Plan**

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| --- | --- |
| **Entrant:**  | **Division/Category:**  |
| **Organization:**  | **Time period:**  |
| **Entry title:**  | **Entrant’s role:**  |
| **Your team members name (if applicable):** |
| **Project description:**  |

**DIRECTIONS**

* Provide required information for all 6 sections
* Your work plan must be **no more than four pages**
* Make sure to reflect your work sample(s)
* Tell the evaluators a great story
* Delete this text box once your work plan is complete.
* Convert this file to a PDF and submit it [online](https://goldquill.awardsplatform.com/) as your work plan.
1. **THE BUSINESS NEED OR OPPORTUNITY**
2. **STAKEHOLDER ANALYSIS**
3. **GOALS AND OBJECTIVES**
4. **THE SOLUTION OVERVIEW**
5. **IMPLEMENTATION AND CHALLENGES**
6. **MEASUREMENT AND EVALUATION**