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| **Project Name** | Design and Development of Public Education Materials |
| **Project Code** | PEM |
| **Project Members** | Faculty/Staff |
| Sl. No. | Activity | Start period | Finish period | Responsibility | Input resources | Remarks |
| 1 | Preparation of brief (product )  | - | - | Faculty/Staff | Customer need, clinical/research evidence, professional expertise, professional journals and books. |  |
| 2 | Collecting inputs for framing specifications.  |  |  | Faculty/Staff | Clinical/research evidence, professional expertise, professional journals and books. |  |
| 3 | Verification & review of specifications. |  |  | HOD/Faculty/Staff | Prepared product framework as per specifications  |  |
| 4 | Preparation of design layouts  |  |  | Faculty/Staff | Workshops/seminars, reviewed product framework |  |
| 5 | Detailed design (generation & finalization of design output documents  |  |  | Faculty/Staff | Workshops/seminars, reviewed product framework |  |
| 6**A****B** | Design reviews Preliminary reviews (indicate the stages of product development)Final review(indicate the stages of product development) |  |  | HOD / Faculty/StaffDirector | Draft productFinalized draft product of the preliminary review |  |
| 7 | Validation /feedback from customers  |  |  | Faculty/Staff | Final approved product by the Director |  |