# Language project plan

## 1. Structuring my ideas

Project description / Project **idea**:

Is this project in line with all my **other private and professional goals?**

**How much time** can I seriously spend on the project?

Which **resources** do I need? / What do I **need to know/do** before I start the project?

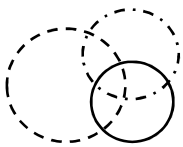**Why** do I want to do this project?

Which **problems** could appear during the project? How could I **avoid** them?

## 2. Setting the goal

What EXACTLY is the **goal** of my project?

How will I **measure** my success?

What is my **deadline**?

## 3. Plan of action

| Project start: | Project end: |
|---|---|
| | |

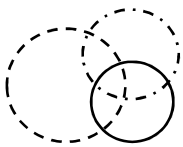**My procedure:**

| Resources | | | |
|---|---|---|---|
| resource | where to source from | $$ | ready |
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| To do | | |
|---|---|---|
| Task | Deadline | done |
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## 4. Tracking my progress

| My achievements | My setbacks | My strategy adoption |
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## 5. Completing my project and measuring success

My results compared with my goal:

Did I **achieve my goal?**

**Lessons learned** from my project:

What went well?

What could I have done better?

Notes for future projects: