

Project Calendar Template

Overview

Project Name: [PROJECT NAME]

Season: [e.g., Spring 20XX]

Launch Date: [Start Date]

Final Showcase: [End Date]

Core Rules

- 1 [Rule #1]
- 2 [Rule #2]
- 3 [Rule #3]

Weekly Structure

Week 1: [Phase Name] – Dates, Focus, Allowed Tasks, Out of Scope, Deliverable

Week 2: [Phase Name] – Dates, Focus, Allowed Tasks, Out of Scope, Deliverable

Week 3: [Phase Name] – Dates, Focus, Allowed Tasks, Notes, Deliverable

Week 4: [Phase Name] – Dates, Focus, Allowed Tasks, Mandatory Requirements, Deliverable

Week 5: [Phase Name] – Dates, Focus, Allowed Tasks, Deliverable