



INDIVIDUAL PROJECT PLANNER

Manage project tasks and deadlines, and better manage your time.

Project Summary: _____

Project: _____	Start Date: _____	End Date: _____	
Client: _____	Email: _____	Phone: _____	
Est. Cost: _____	Actual Cost: _____	Est. Time: _____	Actual Time: _____

Task	Deadline	Start Date	Est. Time	Actual Time
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				

NOTES	Totals		