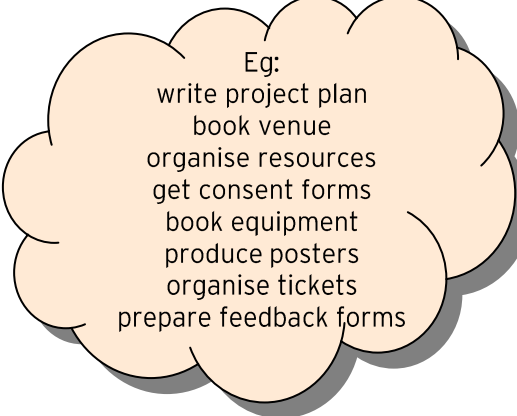


Gold: Unit 2

Leadership project timeline

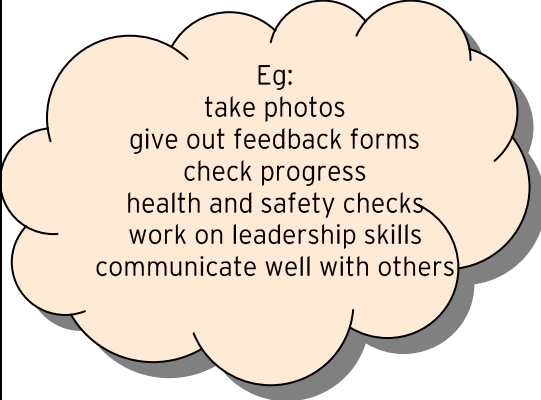
Things to do **before** the project

date	action	who	✓
	 <p>Eg: write project plan book venue organise resources get consent forms book equipment produce posters organise tickets prepare feedback forms</p>		

Gold: Unit 2

Leadership project timeline

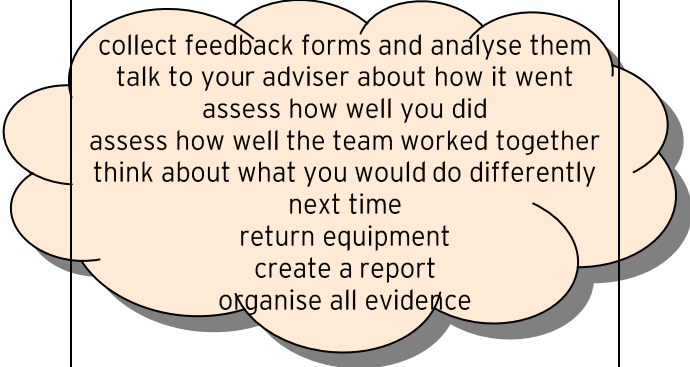
Things to do during the project

date	action	who	✓
	 <p>Eg: take photos give out feedback forms check progress health and safety checks work on leadership skills communicate well with others</p>		

Gold: Unit 2

Leadership project timeline

Things to do **after** the project

date	action	who	✓
	 <p>collect feedback forms and analyse them talk to your adviser about how it went assess how well you did assess how well the team worked together think about what you would do differently next time return equipment create a report organise all evidence</p>		