

ASSESSMENT # 4

Total Marks: 30

Answer the following questions:

- 1. Short Questions.** 10
 - a) How are goals and objectives important for a project?
 - b) What is SWOT Analysis?
 - c) What type of information is included in a vision statement?

- 2. What is SPIRIT? How can we set goals for a project using SPIRIT?** 10

- 3. Why a project manager needs to write a project report? Explain the stages of report writing.** 10