

# PROJECT MILESTONE TEMPLATE

PROJECT TITLE

START DATE

PROJECT DURATION

PROJECT MANAGER

END DATE

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Date	Milestone	Assignee	Height	Line	Status	Comment
4-Apr	Project Start		1	0		
20-Apr	Milestone 1	David	-1	0	Complete	Comment 1
10-May	Milestone 2	Sarah	1	0	Final draft	Comment 2
13-Jul	Milestone 3	Jon	-1	0	Proofread	Comment 3
6-Aug	Milestone 4	Christy	1	0	In review	Comment 4
10-Oct	Milestone 5	Jake	-1	0	Started	Comment 5
20-Sep	Milestone 6	Sarah	1	0	Not Started	Comment 6
25th Sep	Project Completed		-1	0		

