

TIME ESTIMATES

Project Management



INITIAL SET-UP & ONBOARDING

2 - 4 hours

Includes:

- Initial introduction meeting
- Assessment of client needs
- Set-up in client's PM program
- Set-up in day to day tools (Slack, email, etc.)
- Initial communication with team to delegate tasks
- Follow-up call once all pieces are in place

Any work after the initial set-up would be based on budgets and scope of the work and/or the client's needs.

**This is only an estimate. Time could change based on the scope of the project. Should any task go over the estimated time you will be notified before that happens.*