PTEK Solutions: Project Assessment

Complete all gray fields below. Other content is protected.

# 1. Project Identification & Basics

**Project Name***Official project designation* [Input]

**Organization***Sponsoring entity/department* [Input]

**Project Timeline***Start/end dates (MM/DD/YYYY)* [Input]

**Primary Contact***Name, title, email, phone* [Input]

**Strategic Context***Organizational alignment* [Input]

# 2. Business Drivers

**Strategic Goals***Short & long-term objectives* [Input]

**Alignment***Corporate strategy connection* [Input]

# 3. Current State

**Existing Systems***Current tech stack overview* [Input]

**Pain Points***Key operational challenges* [Input]

**Technical Debt***Outdated components list* [Input]

**Performance Metrics***Quantitative baselines* [Input]

# 4. Target State

**Proposed Solution***Recommended approach summary* [Input]

**Architecture***Technical implementation plan* [Input]

**Expected Benefits***Anticipated improvements* [Input]

# 5. Implementation Approach

**Phasing***Stage milestones & deliverables* [Input]

**Resources***Team composition & allocation* [Input]

**Governance***Decision-making framework* [Input]

# 6. Dependencies & Constraints

**External***3rd-party dependencies* [Input]

**Regulatory***Compliance requirements* [Input]

**Timelines***Critical path limitations* [Input]

**Technical***System limitations* [Input]

# Additional Information

**Notes/Comments:** Additional context or remarks