

## Forget Heritage

Activity	Hours/Week	Days/Month	Days/Year
Flyer production			4
Electrical tests			2
Stakeholder Meeting			4
Social Media Entrys	2		
Public Tours			5
Art Class Teaching	4		
Cleaning Workshop Room	2		
Preparing Workshop Room	1		
Volunteer Meeting			4
Poster production			2

competencies are needed to run your project and what staff requirements your project needs. just add them in this tab or replace the placeholder-entrys.

**2. Select the Activities-Tab** - write down activities that you found out about in the "Activiites-consume. You can write your estimation in either column - Hours/Week, Days/Month, Days/year stakeholder meetings per year and it takes us two persons to run this activity. Another EXAMPL this is done by one person.

**3. Overview** - Go to the "Fields of Activities"-Tab and have a look at the pie chart to see what guess what and how much personnel you will need for your project.



Number of persons	Man-days/Year	Field of Activity
1	48	Communication
1	2	Facility-Management
2	8	Networking
1	13	Communication
1	5	Communication
1	26	Facility-Management
1	13	Educational Work
1	6,5	Organizational Support
1	4	Networking
1	24	Communication

When you realize later on that you need further fields of activities

"Processes" Blueprint. Estimate how much time those activities  
 ar. Only use one column at a time. EXAMPLE: We will have 4  
 E: We will need one hour per week to prepare the workshop room -

fields of activities take how much resources. This will help you to