

# The project model

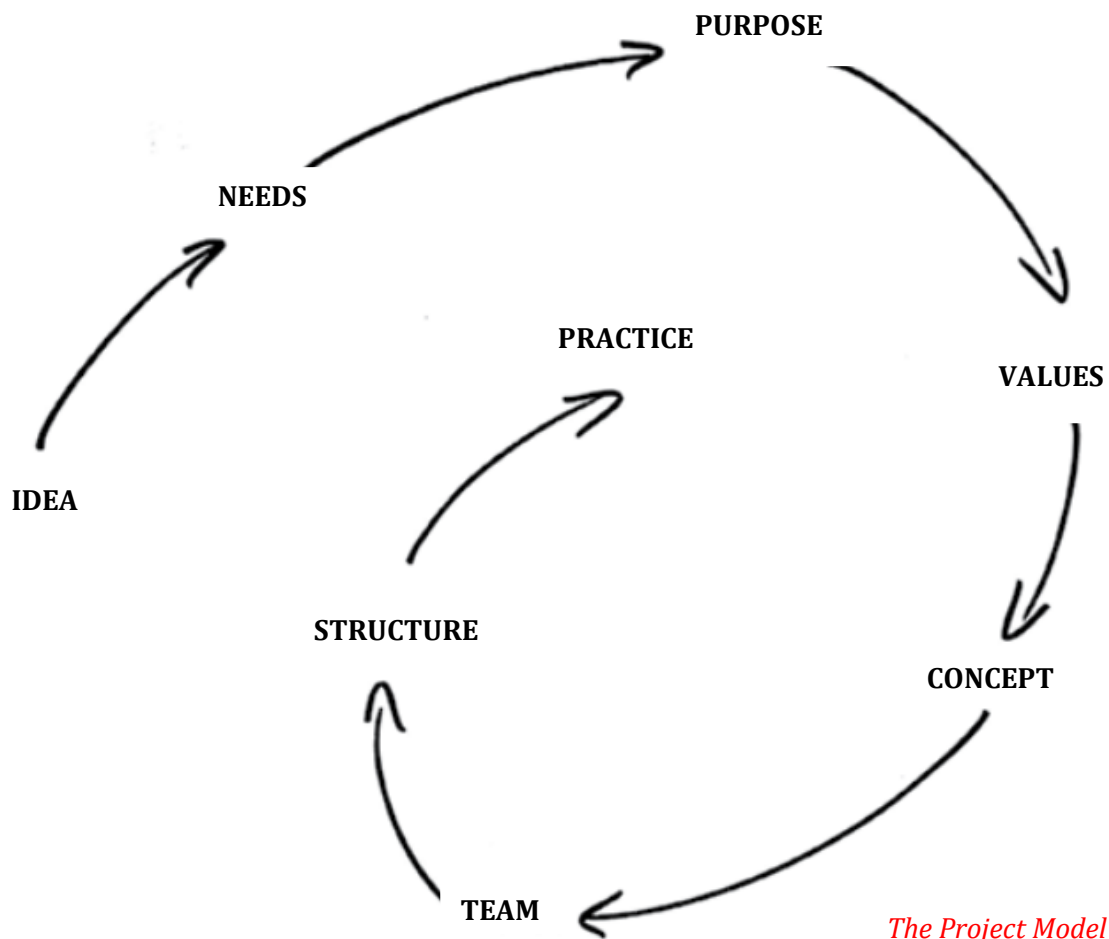


## Why?

The project model is a good tool for when you start a project. It helps you to create a common foundation for your project and group before you turn the idea into a concrete concept by talking about the need for it and your motivation to realize the project. This can help you create a common ground and ensure that you come together around needs, purposes, and values when you start your project work.

## How?

The project model has 8 different steps and perspectives that is helpful to talk about and reflect on. Below the model, you can read about all the steps and how to use and fill out the model.



## **HOW TO DO IT:**

Find a big piece of paper and a lot of post it notes, here you can draw the model and place your thoughts and perspectives with the post it notes around the model. If you do this online, open a shared docs and write down thoughts for each step.

### **01 IDEA:**

Start by describing your idea for the project. What is the general idea?

### **02 NEED:**

What needs do you feel there are to realize the idea? Ask yourself questions about the inner and outer needs:

#### **EXTERNAL NEEDS:**

What is missing from the world you want to create? Is there something that pisses you off? Or are you missing something? Is the idea based on a real need locally, nationally or globally?

#### **INNER NEEDS:**

What is your personal motivation for participating in the project? Why is it cool to do the project?

### **03 PURPOSE:**

What is the overall purpose of the project that brings together your inner and outer needs? What is the reason or goal for doing the project?

### **04 VALUES:**

What values are central to the project? What is important to focus on? The values are the project's compass, which should serve as your basic principles for how to navigate it.

### **05 CONCEPT:**

Only when the needs, purpose and values are in place are you ready to develop the concept. How should the idea unfold to fulfil the purpose you have set? What activities should the project have? How do the activities match your values and needs?

### **06 TEAM:**

Who are you in the team and what are you good at? Do you lack any skills internally for tasks you can see in the project? Do you need external help?

## **07 STRUCTURE:**

How will you structure your project work? How will you make decisions? What roles will each of you take on? Will you have a formal or informal form of organization?

## **08 PRACTICE:**

What is the timeframe for the project? When is it to be completed? How often will you meet about the project?

Some of these questions are easier to answer than others. That is fine. You may not be able to answer all the questions now, but you can come back to the model later. Because it can be used both in the very early phase of a project and when the project is well underway, so you can keep track of whether anything needs to be corrected or is missing. The model is particularly good for ensuring that everyone has the same knowledge and is motivated throughout the project.

## **HACK:**

You can start at different points in the model. Maybe the idea comes first? Then start there.

Perhaps you are a team that wants to find an external need and a vision together and then need to find an idea. Use the model as a kind of checklist to make sure you cover all the important parts of the project.

*Inspired by: DEN LILLE PROJEKTHÅNDBOG — FRONTLØBERNE*