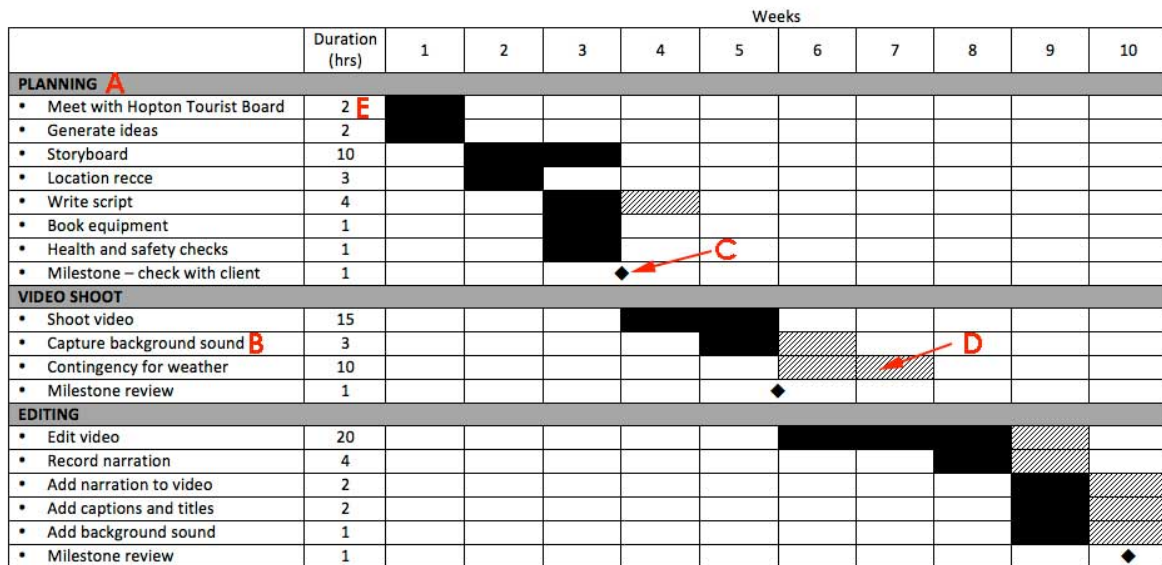


The Hopton Tourist Board wants to make a video to use to promote Hopton. A work plan has been created. This is shown in Figure 1.

Figure 1

Visit Hopton Video Project – work plan



(a) Using **Figure 1**, complete the table below to identify the different parts of the work plan.

[5 marks]

Item	Letter (A, B, C, D or E)
Activities	
Contingency	
Timescale	
Task	
Milestone	

(b) Identify **one** other item that might appear on a work plan.

[1 mark]

.....

(c) Explain the purpose of milestones in a work plan for the Hopton Tourist Board video project.

[2 marks]

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Total marks: 8