

A new children's comic is planned. It will feature a character called Max Mouse.

A work plan is needed for the development of the Max Mouse character.

(a) Explain **one** purpose of a work plan.

[2 marks]

One purpose – look for a developed point. For example:

- plan out the order tasks [1] need to happen in [1]
- allow the project to meet the final deadline [1] by providing checkpoints/a plan to stay on track [1]
- provide a timescale for the project [1] so that it stays on track [1]

(b) Identify **four** items, other than contingencies, that will be on the work plan.

[4 marks]

Any from: title, tasks, activities, timescales, milestones, contingencies, resources, staff, workflow, costs/budget, deadlines

(c) Explain the purpose of contingencies in a work plan for the Max Mouse project.

[2 marks]

Look for one developed point.

For example:

- identify time at the end of a task [1] where any jobs that have taken longer than expected can be completed [1]

Total marks: 8