

# PINK THINKING CAP

Design a Course of Action ~ PLAN!

SUITABLE FOR  
YEARS  
5-10

NAME/S:

CLASS:

PROJECT:

## A. PRODUCT?

Re-state your end-goal. *(By now your end-product may be quite different to the one you stated in the Fact-Finding stage.)*

Create a detailed diagram and/or description showing what your finished product will look like and what it will do.

This is what my product will look like:

This is what my product will do:

---

---

---

---

---

---

---

---

---

---

## B. PARTS & PIECES? List all of the resources you will need to make your product:

**Technology**

---

---

---

---

---

---

---

---

**Materials**

---

---

---

---

---

---

---

---

C. **PEOPLE?** Will you need expert help? If so, who will provide this help?

For example: another student, sibling, parent, teacher or mentor? (Check with them first.)

My expert helper's name is \_\_\_\_\_

Contact: \_\_\_\_\_

My expert has been approved by my teacher/parent \_\_\_\_\_

D. **PROCESS?** A process is a "series of actions or steps taken in order to achieve a particular end".

What steps will you take to produce your product? Use the template on the next page to write an **action plan**. Include all of the key steps that you believe are necessary to be successful.

For each step in your plan answer these five questions:

**WHAT** action is to be taken?

**WHO** is responsible for this action?

**HOW** will it be achieved?

**WHERE** will this step happen?

**WHEN** is this step due to be finished?

**ACTION PLAN – Example of Step 1**

<i>What?</i>	<i>Who?</i>	<i>How?</i>	<i>Where?</i>	<i>When?</i>
<i>Create a storyboard for our animation</i>	<i>Rebecca and Kyle</i>	<i>Illustrate on a large whiteboard, take photos and send to other group members for comment and approval</i>	<i>In the school library at lunch time</i>	<i>By Friday of Week 3</i>

E. **PITFALLS?**

Play it safe. Identify any possible risk of accident or injury to yourself or others during the implementation of your plan.

---



---



---

F. **PREVENTION?**

Explain how you will prevent accidents or injuries from happening.

---



---



---

G. **PROFIT or LOSS?**

Are you running a business? Are you selling a product? Are you organising a fundraiser? If so, write a budget, with projected earnings, and attach it to your Action Plan.

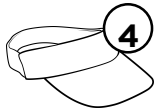
---



---



---



# 4 PINK THINKING CAP

*Design a Course of Action ~ PLAN!*

## **ACTION PLAN**

SUITABLE FOR  
YEARS  
5-10

This action plan has been designed by:

CLASS:

PAGE:

of

Our goal is to:

BY:

/ /

#	<b>WHAT</b> <i>action is to be taken?</i>	<b>WHO</b> <i>is responsible for this?</i>	<b>HOW</b> <i>will it be achieved? (include any \$pending)</i>	<b>WHERE</b> <i>will this happen?</i>	<b>WHEN</b> <i>is this step due to be finished?</i>	✓