Guideline for action plan proposal report

■ Due Date for submission: 1pm, 07 January, 2025

■ Volume: 7-8 pages (without cover page, A4 size, font 11)

■ Contents

1. Project Background (2 pages)

- SWOT Analasis

- Problem Analasis

- location of project

2. Project Design(4 pages)

- Project Goal

- Project Purpose

- Project Input-Output

- Expected Result(Outcomes)

3. Duration of project(0.5~1page) - Schedule

4. Budget Plan(0.5~1page)

* Your proposal is supposed to include all required contents. Please submit the completed proposal report to the administrative office.