Use the space below to so going to see it and w	to develop an outline for your business plan. Remember to think about how the plan will be used—who why.

5.2

Implementation To-do List

Use the space below to develop an implementation "to-do" list for your business. You may find it helpful to develop a to-do list for each functional area of the business (marketing, operations, human resources and finance). Regardless of how you choose to organize your list, be sure to note who will be responsible for each task and a deadline for doing so.

Task	Person Responsible	Deadline

Vorksheet	5.3 M	onitoring		
Briefly describe	your plans for	checking-in with your planning team to track and evaluate business progress. Then, list monitors as a whole and for each functional business component.		
Check-In Schedule				
Whole Farm	Checkpoints			
Marketin	g			
Operatio	ns			
Human F	Resources			
Finance				