Deliverables and Milestones List

Project: Website Redesign Initiative

#	Deliverable / Milestone	Description	Responsible	Due Date	Status
1	Project Kickoff Meeting	Initial meeting with stakeholders to review objectives and timeline.	Project Manager	2024-07-05	Completed
2	Requirements Gathering	Document all business and technical requirements.	Business Analyst	2024-07-12	In Progress
3	Design Mockups	Prepare and present design prototypes for approval.	UX/UI Designer	2024-07-25	Pending
4	Development Phase 1	Complete development of site homepage and core pages.	Development Team	2024-08-15	Pending
5	Testing and QA	Perform testing and quality assurance on all deliverables.	QA Lead	2024-08-25	Pending
6	Project Launch	Go live with redesigned website and issue launch announcement.	Project Manager	2024-09-01	Pending

Important Notes

- Milestones should be specific, measurable, and aligned with project objectives.
- Update the status regularly to reflect real-time project progress.
- Ensure clear ownership of each deliverable for accountability.
- Review and adjust due dates as necessary following project timeline changes.
- Keep stakeholders informed about any changes or risks related to deliverables.