

A Squared Technologies, Inc.

New Product Development Plan®

5 Steps Template - Project Checklist

Example - Simple electronic device



Task

1 Capture Concept

- 1.1 Sketch and Describe Need
- 1.2 Web Search
- 1.3 Patent Search
- 1.4 Matrix Evaluation
- 1.5 Provisional Patent Filing

Pre	W1	W2	W3	W4	W5	W6	W7	W8	W9	Post
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2 Analyze Concept

- 2.1 Focus Group Survey
- 2.2 Chart Results

3 Plan Concept

- 3.1 Write Specs and Approve Same
- 3.2 Sketch Mechanism
- 3.3 RFQ ME Work
- 3.4 RFQ EE Work
- 3.5 Source Components
- 3.6 Breadboard and Test Circuit
- 3.7 Design PCB
- 3.8 Design Mechanics
- 3.9 RFQ Production Costs @ 10k
- 3.10 SLA Mechanical Parts
- 3.11 Assemble PCB
- 3.12 Assemble First Model
- 3.13 Test First Model

4 Plan Presentation

- 4.1 Logo / Trademark
- 4.2 File
- 4.3 Market Statistics
- 4.4 Competition
- 4.5 Formulate All Costs
- 4.6 List Possible Partners
- 4.7 Mkt Plan / Materials Design
- 4.8 Materials Printing
- 4.9 PPT Stats, Device Rendering, Costs
- 4.10 Video Screenplay
- 4.11 Video Taping
- 4.12 Video Edit
- 4.13 Post Video
- 4.14 Embed in PPT
- 4.15 Practice PPT Presentation

5 Present Presentation

- 5.1 List License Firms or Agents
- 5.2 Talk Top Choices
- 5.3 Pick Agent
- 5.4 Plan Approach
- 5.5 Send Video
- 5.6 Set Meeting
- 5.7 Make Presentation

KEY

Owner	Atty	A2	Team	Eng	Cad	Fin	Mktg	A/V	Open	Open