# Assumptions

*We all make assumptions all of the time and your assumptions will differ from everyone else's. Different assumptions will lead to different conclusions. So when you are defining or planning a project, you should be aware of this danger, and make specific note of the more important assumptions you are using.*

**Assumptions may be about …**

- The working week
- The project week
- The task week
- The time really available for the project
- Starting date
- Holidays
- Sickness
- Review meetings
- Management reviews
- Changes
- Reworking
- Priorities
- Learning curve
- Orientation
- Productivity
- Familiarity
- Culture
- Travel & geography
- Deliveries from external agencies
- Commitments from other departments
- Etc …
- Etc …

*NB*
- Contingency