# CHECKLIST 2: Prepare to Write

|  |  |  |  |
| --- | --- | --- | --- |
| Completed | Task | Details | Notes |
|  | Payment | Funding sources:Expenses: |  |
|  | Copyright ownership | Textbook:Images:Videos: |  |
|  | License | Type: |  |
|  | Contributors | AuthorsIllustratorsOthers:  |  |
|  | Identify Support | Roles |  |
|  | Project Charter | Refer to the Project-Charter template in this chapter for details. |  |
|  | Project Timeline | Refer to the Project-Timeline template in this chapter for details. |  |
|  | Technology | Authoring platform:1. Account users

Graphic-design software:1. Account users

Multimedia software:1. Account users

Other systems: |  |