




Stakeholder Circle Tools

The primary features of the three **Stakeholder Circle@** tools are:

Feature	SIMS	SWS	SoaP
Record stakeholder data	✓	✓	✓
Automatically calculate priority	✓	✓	-
Store history	✓	-	✓ 3 Vrms.
Draw the SHC diagram		-	-
Record and manage issues	✓	✓ Partial	✓ Partial
Communication Plan development	✓	✓ Partial	✓ Partial

SIMS = Stakeholder Information Management System (Database)

SWS = Stakeholder Work Sheet (Excel Workbook)

SoaP = Stakeholder-on-a-Page (Word Template)

Capacity limitations:

SIMS Unlimited stakeholders for one business unit, program or project

SWS 100 stakeholders for one business unit, program or project

SoaP 1 stakeholder per page, unlimited copies.

Communication Plan Management



A practical Excel Worksheet for planning and monitoring the routine reporting and communication requirements of a project or program. Based on the engagement plan developed above, the distribution of up to 10 standard reports can be management in each spreadsheet.

For each report you define:

- The report name, start date and frequency
- The planned recipients of each report
- The system monitors if the reports have been sent and received.

Additional Information:

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