

**This folder contains the files accompanying *Appendix A* of Righting Software.**

There are two simple template files for project tracking.

The two files are:

1. **Tracking Template Sample Project.mpp** – A sample project to demonstrate the transition from the project plan to the tracking spreadsheet.
2. **Tracking Template.xlsx** – A template that allows you to enter the activities in the project, their planned dates (from **Tracking Template Sample Project.mpp**), and to start tracking. The template allows you to track both progress and effort. You can control the tracking resolution and the number of resources per activity as global constants. The template plots the progress and effort as well as their projections.