**Project Health Snapshot Description**

The Project Health Snapshot helps you evaluate your project’s health using three essential areas:

* Sponsors and leaders
* Project Management
* Change Management

**Instructions**

This assessment aims to provide a mechanism to review the project’s health without causing too much alarm. When you scan it with the project manager, caution them to use the health snapshot as a general guide.

We recommend you “snap the chalk line” at the beginning of the project and conduct monthly reviews.

To update the template:

* Review the criteria in the first column; update as necessary.
* Add criteria for Project Management and Change Management. The formula calculates based on ten criteria per section.
* Agree on the frequency of the health snapshot
* Use the following scale to evaluate each of the areas:
  + 1 – needs to improve
  + 2 – room for improvement
  + 3 – good
* The health snapshot will calculate and update the chart. The chart allows you to compare the scores from month to month