

Hello everyone,

I hope you're all excited about the project we're about to embark on! I just want to clarify a few expectations and deadline details to ensure we're all on the same page.

First, the main objective of this project is [Project Objective]. We'll be focusing on [Key Focus Areas], and it's important that you keep these in mind as you work.

Regarding the timeline, the project will be divided into three key phases:

1. **Research Phase**: You should complete your research by [Research Deadline]. During this time, gather all necessary data and resources.

2. **Development Phase**: The development should be done by [Development Deadline]. This includes building any models, creating presentations, or developing prototypes.

3. **Finalization and Presentation**: Your final project is due on [Final Deadline] and will be presented on [Presentation Date].

Please make sure to allocate enough time for each phase and keep track of your progress. If you run into any issues or need further clarification, feel free to reach out to me or your project supervisor. Let's aim to meet all these deadlines and produce something remarkable!

Thank you, and good luck!