

**SES Student Projects**

**Briefing Form**

**Internal use only:** indicate the module/s and level for this project.

|  |  |  |  |
| --- | --- | --- | --- |
|  | Level 5 | Level 6 | Level 7 |
| **Consultancy** | x |  |  |
| **Enterprise** |  | x |  |
| **Community** |  |  |  |
| **Sustainability** |  |  |  |

**Organisation Information:** *Each project requires a detailed brief to begin the working relationship between student groups and your business. Please complete the form below filling in the sections as indicated.*

|  |  |  |
| --- | --- | --- |
| Contact Name: |  | |
| Contact Email: |  | |
| Contact Telephone: |  | |
| Company Name: |  | |
| Company Address: |  | |
| Company Description: | *Your organisations principal business activity.* |  |
| *How long has your organisation been established?* |  |
| *Approx. how many members of staff currently employed by the organisation?* |  |
| Company Web Address: |  | |

**Project Brief:**

|  |  |  |
| --- | --- | --- |
| Project Title: | *This could be in the form of a question you would like answers to or a rough description of the business problem you would like to solve.* | |
| Project Lead: | *Contact for student groups to lease with* | |
| Project Brief: | *What is your main project objective? (I.e., what output(s) do you wish to achieve and how will it improve operations/activity).* | *Please try to narrow this down to a single point of truth from your POV or statement if possible.* |
| *What particulars within the key objective(s) are you looking for students to support?* | *If you were undertaking this research yourself, what areas would you focus in on?* |
| *Please identify key and relevant resources that will be available for students whilst conducing any research.* | *Web sites/competitors/authors/trade publications/key influencers etc* |
| Additional Info: |  | |

**Please return completed form to the Student Consultancy Projects Team via email:** [**v.thomas@mmu.ac.uk**](mailto:v.thomas@mmu.ac.uk)