

Project Charter — Google Docs Guide

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Getting started with the Google Docs version

Instructions for using the Praxiox Project Charter template in Google Docs. Ideal for teams that collaborate in Google Workspace.

What's included

- Pre-formatted document structure
- Section headers with brand styling
- Placeholder text for all fields
- Inline helper notes for each section
- Approval section with signature lines

How to use it

- 1 Click the Google Docs link on the Praxiox template page
- 2 Select File !' Make a copy to create your own editable version
- 3 Rename the document with your project name
- 4 Fill in all highlighted placeholder fields
- 5 Share with your sponsor using the Share button

Start from the charter, then manage delivery in Praxiox — risks, meetings, documents, and stakeholder updates in one place.

Visit praxiox.com to turn this template into a live Praxiox project.
