Ucentra
Estimation Framework

Welcome

Thank you for downloading the Ucentra Estimation Template Pack.
This pack contains all the tools you need to apply the Ucentra STEP Process across your projects.

Ucentra is a practical framework created by Business Bullet Ltd, helping teams move from guesswork to structured, evidence-based estimation.

What's Included

Template	Purpose
Ucentra_Use_Case_Model_Template.xlsx	Visualise project scope: define Use Cases, Human Actors, System Actors, and scope boundaries.
Ucentra_Estimation_Card_Template.xlsx	Capture effort estimates for each Use Case, including assumptions, risks, and deliverables.
Ucentra_Estimation_Workbook.xlsx	Consolidate all Estimation Cards into a single view across the project.
Ucentra_Dependency_Map_Template.xlsx	Visualise deliverables, sequencing, and dependencies for planning.
Ucentra_Project_Plan_Template.xlsx	Build the project plan: map deliverables to resources and timelines.
Ucentra_Resource_Cost_Tracker.xlsx	Track estimated vs actual effort and cost per resource throughout delivery.

How to Apply the Templates

Follow the **Ucentra STEP Process**:

S — Scope:
Use the Use Case Model Template to define and visualise the project scope.

T — Tally Effort:
Use the Estimation Card Template for each Use Case. Consolidate all estimates into the Estimation Workbook.

E — Establish Plan:
Use the Dependency Map Template and Project Plan Template to map work, sequencing, resource allocation, and timelines.

P — Progress:
Use the Project Plan Template to track deliverable status.
Use the Resource Cost Tracker to monitor effort, variances, and learning.

Important Notes

- Each template includes example rows and guidance notes — remove or overwrite these before starting real projects.

- Save your working copies separately for each project.

- Always capture assumptions clearly during estimation.

- Review actual effort regularly against estimates to drive learning and improvement.

Support

For more resources or support applying Ucentra:

🌐 Visit: www.businessbullet.co.uk/ucentra
📧 Contact: info@businessbullet.co.uk