Project materials quantity check

Avoid buying more materials before checking what you already have.

Three steps

1. Measure or calculate requirements
2. Count usable stock
3. Allow appropriate waste

A worked example

Material	Board
Needed	5
On hand	2
Additional needed	3

Five needed minus two on hand leaves three to purchase.

Check actual specifications and safe use.

Project materials quantity check

Use one row per item or decision. Start with what you know.

Material	Needed	On hand	Additional needed

My next action / when