

INSTRUCTIONS ON HOW TO COPY THIS TEMPLATE

PLEASE NAVIGATE TO **FILE** THEN CLICK ON **MAKE A COPY** (SEE ATTACHED IMAGE BELOW)

The screenshot shows the Google Sheets interface for a template titled "Google Sheet RACI Template 01/27 - RACI Chart (Roles and Responsibilities Matrix)". The "File" menu is open, and the "Make a copy" option is highlighted with a red underline. The background shows a portion of the RACI chart template with columns labeled "Function A", "Function B", "Function C", and "Function D".

Google Sheet RACI Template 01/27 - RACI Chart (Roles and Responsibilities Matrix) ☆ 🗑️ ☁️

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New

Open **Ctrl+O**

Import

Make a copy

Email

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Make available offline

Version history

Rename

Move

Name / Description:

Created On: Revision:

Created by:

Function A Function B Function C Function D