

PROJECT SCOPE STATEMENT

PURPOSE: Generally describes the project's deliverables and the work required to create those deliverables. The project scope statement provides a common understanding of the project scope among all project stakeholders and describes the project's major objectives. It also enables the project team to perform more detailed planning, guides the project team's work during execution, and provides the baseline for evaluating whether requests for changes or additional work are contained within or outside the project's boundaries.

Project ID	NNNNNN-NN	Date	MM/DD/YY
Project Name			
Project Objectives	Project objectives include the measurable success criteria of the project. Projects may have a wide variety of business, cost, schedule, technical, and quality objectives. Project objectives can also include cost, schedule, and quality targets. Each project objective has attributes such as cost, volume, etc., a metric, and an absolute or relative value.		
Product Scope Definition	Describes the characteristics of the product, service, or result that the project was undertaken to create. These characteristics will generally have less detail in early phases and more detail in later phases as they are progressively elaborated. While the form and substance of the characteristics will vary, the scope description should always provide sufficient detail to provide later project scope planning.		
Project Requirements	Describes the conditions or capabilities that must be met or possessed by the deliverables of the project to satisfy a contract, standard, specification or other formally imposed document. Analyses of all stakeholder needs, wants, and expectations are translated into prioritized requirements.		
Project Boundaries	Identifies generally what is included within the project. It also states explicitly what is excluded from the project, if a stakeholder might assume that a particular product, service, or result could be a component of the project.		
Project Deliverables	Deliverables include both the outputs that comprise the product or service of the project, as well as ancillary results, such as project management reports and documentation. Depending on the project scope statement, the deliverables may be described at a summary level or in great detail.		
Product Acceptance Criteria	Defines the process and criteria for accepting completed products.		
Project Constraints	Lists and describes the specific project constraints associated with the project scope that limit the team's options. For example, a predefined budget or any imposed dates that are issued by the customer.		
Project Assumptions	Lists and describes the specific project assumptions associated with the project scope and the potential impact of those assumptions if they prove to be false.		
Initial Project Organization	The members of the project team, as well as stakeholders, are identified. The organization of the project is also documented.		
Schedule Milestones	The customer, Project Sponsor, or performing organization can identify milestones and can place imposed dates on those schedule milestones. These dates can be addressed as schedule constraints.		
Fund Limitation	Describes any limitation placed upon funding for the project, whether in total value or over specified timeframes.		
Approval Requirements	Identifies approval requirements that can be applied items such as project objectives, deliverables, documents, and work.		

Examples Of Project Scope Documents

M Walker



Examples Of Project Scope Documents:

The book delves into Examples Of Project Scope Documents. Examples Of Project Scope Documents is a vital topic that needs to be grasped by everyone, ranging from students and scholars to the general public. This book will furnish comprehensive and in-depth insights into Examples Of Project Scope Documents, encompassing both the fundamentals and more intricate discussions.

1. The book is structured into several chapters, namely:
 - Chapter 1: Introduction to Examples Of Project Scope Documents
 - Chapter 2: Essential Elements of Examples Of Project Scope Documents
 - Chapter 3: Examples Of Project Scope Documents in Everyday Life
 - Chapter 4: Examples Of Project Scope Documents in Specific Contexts
 - Chapter 5: Conclusion
2. In chapter 1, this book will provide an overview of Examples Of Project Scope Documents. The first chapter will explore what Examples Of Project Scope Documents is, why Examples Of Project Scope Documents is vital, and how to effectively learn about Examples Of Project Scope Documents.
3. In chapter 2, the author will delve into the foundational concepts of Examples Of Project Scope Documents. This chapter will elucidate the essential principles that need to be understood to grasp Examples Of Project Scope Documents in its entirety.
4. In chapter 3, this book will examine the practical applications of Examples Of Project Scope Documents in daily life. This chapter will showcase real-world examples of how Examples Of Project Scope Documents can be effectively utilized in everyday scenarios.
5. In chapter 4, this book will scrutinize the relevance of Examples Of Project Scope Documents in specific contexts. The fourth chapter will explore how Examples Of Project Scope Documents is applied in specialized fields, such as education, business, and technology.
6. In chapter 5, this book will draw a conclusion about Examples Of Project Scope Documents. This chapter will summarize the key points that have been discussed throughout the book.

The book is crafted in an easy-to-understand language and is complemented by engaging illustrations. It is highly recommended for anyone seeking to gain a comprehensive understanding of Examples Of Project Scope Documents.

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