

## 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.

<b>Project ID</b>	<b>123456-78</b>	<b>Date</b>	<b>DD/MM/YY</b>
<b>Project Name</b>			
<b>Project Objectives</b>	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.		
<b>Product Scope Definition</b>	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.		
<b>Project Requirements</b>	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.		
<b>Project Boundaries</b>	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.		
<b>Project Deliverables</b>	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.		

# Project Scope Document

**Gerard M. Hill**



## **Project Scope Document:**

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**Microsoft Office Excel 2007 for Project Managers** Kim Heldman, William Heldman, 2007-01-23 Combine the power of Excel 2007 Microsoft Office SharePoint Server and sound project management tools to boost your skill set and maximize your productivity You'll walk through a project and learn how to use these powerful tools to schedule jobs create budgets manage processes and share project information Whether new to project management or a veteran you'll discover techniques hints and examples you can use immediately

**Cost and Value Management in Projects** Ray R. Venkataraman, Jeffrey K. Pinto, 2011-08-26 Cost and Value Management in Projects provides practicing managers with a thorough understanding of the various dimensions of cost and value in projects along with the factors that impact them and the managerial approaches that would be most effective for achieving cost efficiency and value optimization This book addresses cost from a strategic perspective offering thorough coverage of the various elements of value management such as value planning value engineering and value analysis from the perspective of projects

*A Comprehensive Project Management Guide* Philip Bauer, 2024-12-31 This book chiefly focuses on the IPMA competence baseline ICB version 3.0 closely intertwined with project management standards like the PMBOK guide official ANSI Norm and DIN It explores various facets of project management including effective problem solving strategies cross disciplinary methods and the integration of modern tools and techniques Additionally it examines practical applications of the Six Sigma

philosophy presenting industry relevant examples to facilitate reader comprehension and implementation Intended as a reference guide it provides a reliable foundation for both theoretical and practical work along with a comprehensive overview of the state of the art in project management and adjacent disciplines Moreover it offers a tailor made resource for master s studies in Project Management and Quality Management consolidating the insights of trusted industry experts from around the globe As such this workbook is ideally suited as supplementary self study material while also helping readers meet their daily project management requirements

**Software Testing and Continuous Quality Improvement** William E. Lewis,2017-06-01 It is often assumed that software testing is based on clearly defined requirements and software development standards However testing is typically performed against changing and sometimes inaccurate requirements The third edition of a bestseller **Software Testing and Continuous Quality Improvement Third Edition** provides a continuous quality framework for the software testing process within traditionally structured and unstructured environments This framework aids in creating meaningful test cases for systems with evolving requirements This completely revised reference provides a comprehensive look at software testing as part of the project management process emphasizing testing and quality goals early on in development Building on the success of previous editions the text explains testing in a Service Orientated Architecture SOA environment the building blocks of a Testing Center of Excellence COE and how to test in an agile development Fully updated the sections on test effort estimation provide greater emphasis on testing metrics The book also examines all aspects of functional testing and looks at the relation between changing business strategies and changes to applications in development Includes New Chapters on Process Application and Organizational Metrics All IT organizations face software testing issues but most are unprepared to manage them **Software Testing and Continuous Quality Improvement Third Edition** is enhanced with an up to date listing of free software tools and a question and answer checklist for choosing the best tools for your organization It equips you with everything you need to effectively address testing issues in the most beneficial way for your business

**The PMP Exam** Andy Crowe,2005 This self study guide for the Project Management Professional PMP certification exam from the Project Management Institute contains everything project managers need to pass the PMP Exam including 44 processes and 592 inputs tools and outputs Exam topics are covered and insider secrets complete explanations of all PMP subjects test tricks and tips hundreds of highly realistic sample questions and exercises designed to strengthen understanding of PMP concepts and prepare managers for exam success on the first attempt are provided

**The Complete Project Management Methodology and Toolkit** Gerard M. Hill,2009-10-15 Written by one of the nation s most highly regarded project management mentors **The Complete Project Management Methodology and Toolkit** provides a combined project and business management solution that any can be readily applied in any industry by both novice and certified project managers Aligned with common business practices Gerald Hill s method shows how to keep on schedule maintain areas of responsibility and evaluate a job s progress from conception to completion The text also offers a

methodology implementation guide that gives additional insight into the recommended activities that can be customized to meet the needs of individual organizations [Guidance for Cost Estimation and Management for Highway Projects During Planning, Programming, and Preconstruction](#) Stuart D. Anderson, Keith Robert Molenaar, Cliff J. Schexnayder, National Cooperative Highway Research Program, 2007 [Integrated Project Management](#) Bruce T. Barkley, 2010-05-12 Ideal for a wide scope of professionals engineers accountants researchers information technology specialists telecom workers who are tasked with implementing multi departmental projects A must have for the 40 000 candidates who take the Project Management Professionals exam each year **CompTIA Project+ Certification All-in-One Exam Guide (Exam PK0-005)** Joseph Phillips, 2023-02-28 This comprehensive study guide delivers complete coverage of every topic on the CompTIA Project exam This fully updated self study guide and professional resource shows how to successfully manage projects and prepare for the challenging CompTIA Project exam CompTIA Project Certification All in One Exam Guide Exam PK0 005 walks you through each step of the project management process covering critical strategies for on time and within budget projects You ll get complete explanations of every objective on the CompTIA Project exam along with end of chapter summaries quizzes and exercises that reinforce key points Coverage includes Initiating the project Developing project plans Working with management Managing project scope Creating the budget Building a project plan Organizing a project team Managing teams Implementing the project plan Revising the project plan Enforcing quality Completing the project Online content includes Two complete practice exams Video training from the author Templates and worksheets **PMP Project Management Professional Study Guide, Fifth Edition** Joseph Phillips, 2018-02-02 This fully integrated study resource is completely updated for the PMBOK Sixth Edition This highly effective self study guide contains all of the information you need to prepare for the latest version of the challenging Project Management Professional exam Electronic content includes the Total Tester customizable exam engine worksheets reference PDFs and more than an hour of video training from the author Fully updated for the Sixth Edition of the PMI Project Management Body of Knowledge PMBOK Guide PMP Project Management Professional Study Guide Fifth Edition contains more than 900 accurate practice exam questions Each chapter includes a list of objectives covered a chapter review key terms a two minute drill and a self test with detailed explanations for both the correct and incorrect answer choices Offers 100% coverage of all official objectives for the PMP exam Downloadable full color memory card for studying anywhere Written by a project management consultant and bestselling author [CAPM/PMP Project Management Certification All-In-One Exam Guide, Fourth Edition](#) Joseph Phillips, 2018-05-11 This up to date self study system offers 100% coverage of every topic on the CAPM and PMP exams Thoroughly revised for the current PMI Project Management Body of Knowledge PMBOK Guide this up to date resource offers complete coverage of all the material included on the Certified Associate in Project Management and Project Management Professional exams You ll find learning objectives at the beginning of each chapter exam tips and practice exam questions with in depth answer

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