

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.		

Scope Document Sample Template

Cynthia Snyder Stackpole



Scope Document Sample Template:

Exercise Management for Referred Medical Conditions Andrew Scott, David Broom, 2022-07-29 Exercise referral describes the process of consultation planning and instructing physical activity programmes and applying appropriate behaviour change strategies for clients presenting a range of low to medium risk medical conditions Exercise Management for Referred Medical Conditions is the first book to integrate exercise prescription with the development of healthy behaviours and the promotion of physical activity and well being and provides students with an evidence based applied guide to becoming effective exercise referral practitioners The book draws upon the latest research and recommends best practices for creating referral pathways providing exercise programmes and engaging clients in health lifestyles Covering the pathology medical management role of exercise and recommendations for programming in each case it discusses a range of conditions including Obesity and type I and II diabetes Hypertension and dyslipidaemia Asthma Low back pain osteoarthritis and joint replacement rheumatoid arthritis and osteoporosis Depression anxiety and stress disorders Consistently organised and laden with pedagogical features including learning objectives key terms case studies future developments and chapter summaries no other book offers such a clear holistic model for exercise referral This is a vital resource for any student undertaking vocational courses in exercise referral and an important reference for exercise scientists physical therapists fitness professionals or local policy makers interested in the use of physical activity in healthcare

How to Establish a Document Control System for Compliance with ISO 9001:2015, ISO 13485:2016, and FDA Requirements Stephanie L. Skipper, 2015-10-12 This book explains the requirements for compliance with FDA regulations and ISO standards 9001 13485 for documented information controls and presents a methodology for compliance The document control system DCS or documented information control system DICS is the foundation of a quality management system It is the first quality system element that must be implemented because the establishment and control of documented processes and information in a quality controlled environment is dependent on the ability to proactively manage access to documents and the movement of documents through the document life cycle A well developed document control system benefits business by Improving knowledge retention and knowledge transfer within and across business units Improving access to knowledge based information Improving employee performance by providing standardized processes and communicating clear expectations Improving customer communication and satisfaction by providing documented information from which common understanding can be achieved Providing traceability of activities and documentation throughout the organization Improving organization of and access to documents and data Sample documents are included in the appendixes of this book to help clarify explanations This book provides a process based approach that can be used for controlling all forms of documented information that are required to be managed under the quality management system

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

Project Management Tools and Techniques Deborah Sater Carstens,Gary Richardson,Ronald B. Smith,2016-04-19 A combination of art and skill that results in the balancing of project objectives against restraints of time budget and quality effective project management requires skill and experience as well as many tools and techniques Project Management Tools and Techniques A Practical Guide describes these tools and techniques and how to use them givi

How to Achieve 27001 Certification Sigurjon Thor Arnason,Keith D. Willett,2007-11-28 The security criteria of the International Standards Organization ISO provides an excellent foundation for identifying and addressing business risks through a disciplined security management process Using security standards ISO 17799 and ISO 27001 as a basis How to Achieve 27001 Certification An Example of Applied Compliance Management helps a

Understanding Project Management, Third Edition Dave C. Barrett,2024-11-26 Understanding Project Management Third Edition presents a practical real world guide for aspiring and practicing project managers The text follows an ongoing case study from inception to completion The case guides students through the key aspects of a project including its scope quality schedule and budget while also exploring the less tangible challenges that can often either derail a project or lead to its success This well updated new edition features expanded content on agile project management with a new scrum case study exploration of hybrid project management techniques and new content on the history of project management working with remote and international project teams and Earned Value Management Understanding Project Management clearly presents key waterfall agile and hybrid project management concepts with examples to enhance learning This practical guide is an invaluable resource for project management courses at colleges and universities in the US and Canada

Project Management JumpStart Kim Heldman,2011-05-17 The best first step toward a career in project management Cover

Computer Network Security Vladimir Gorodetsky,Igor Kotenko,Victor Skormin,2005-09-19 This volume contains papers presented at the 3rd International Workshop on Mathematical Methods Models and Architectures for Computer Network Security MMM ACNS 2005 held in St Petersburg Russia during September 25 27 2005 The workshop was organized by the St Petersburg Institute for Informatics and Automation of the Russian Academy of Sciences SPIIRAS in cooperation with Binghamton University SUNY USA The 1st and the 2nd International Workshops on Mathematical Methods Models and Architectures for Computer Network Security MMM ACNS 2001 and MMM ACNS 2003 hosted by the St Petersburg Institute for Informatics and Automation demonstrated the keen interest of the international research community in the subject area It was recognized that conducting a biannual series of such workshops in St Petersburg stimulates fruitful exchanges between the different schools of thought facilitates the dissemination of new ideas and promotes the spirit of cooperation between researchers on the international scale MMM ACNS

2005 provided an international forum for sharing original search results and application experiences among specialists in fundamental and applied problems of computer network security. An important distinction of the workshop was its focus on mathematical aspects of information and computer network security addressing the ever increasing demands for secure computing and highly dependable computer networks.

Understanding Project Management, Second Edition Dave C. Barrett, 2021-05-10 In the second edition of *Understanding Project Management* skilled expert Dave C Barrett offers a well updated practical real world guide for current and aspiring project managers. Using concise and approachable language the second edition features new concept illustrations a greater consistency with the Project Management Body of Knowledge terminology and additional case studies in the updated instructor resources. Taking the reader through an ongoing case study from initiation to completion the text reinforces the importance of managing key aspects of a project including its scope quality schedule and budget and explores the less tangible challenges that can often derail a project or lead to its success. This newly updated edition offers authentic project management documents produced alongside the project case study and equips readers with a solid understanding of why specific processes are used why certain decisions are made and how pieces of project management fit together. Suitable for any discipline or industry *Understanding Project Management Second Edition* promises to be an engaging and worthwhile read.

FEATURES Additional key terms illustrations practical examples and references to the Project Management Body of Knowledge Sixth Edition. Readers follow an ongoing case study gaining insight into the thought processes and resulting actions of a project manager including the creation of project documents. Robust instructor resources include new case studies that can be used for in class activities and case study extensions of additional situations and problems to discuss with students.

Enterprise Project Management Hagit Landman, 2008-07-15 This guide illustrates how to implement an EPM solution to better meet an organization's project management goals based on the Project Management Institute's proven methodologies in the third edition of PMBOK using Microsoft's Project Server 2007 Project Professional and SharePoint technology.

[A Project Manager's Book of Forms](#) Cynthia Snyder Stackpole, 2013-02-04 Designed as a companion to the Project Management Institute's *A Guide to Project Management Body of Knowledge PMBOK Guide* this resource provides a comprehensive and practical set of forms and reports to help project managers apply the concepts and practices described in the PMBOK Guide. Included are forms covering all the major process groups: initiating planning executing monitoring and controlling and closing. From publisher description.

[Introduction to IT Project Management](#) Cynthia Snyder, Cynthia Snyder PMP, Frank Parth, Frank Parth PMP, 2006-10 *Introduction to IT Project Management* provides IT project managers the practical tools needed to maintain daily operations while managing multiple projects. This valuable reference helps IT project managers CIOs and project sponsors understand the IT project environment so that projects can be managed much more efficiently and successfully. An instructor's guide is available.

[IT Project+ Study Guide](#) William Heldman, Lona Cram, 2006-07-14 Here's the book you

need to prepare for the latest version of CompTIA's IT Project exam This Study Guide was developed to meet the exacting requirements of today's certification candidates In addition to the consistent and accessible instructional approach that has earned Sybex the Best Study Guide designation in the 2003 CertCities Readers Choice Awards this book provides Clear and concise information on IT project management Practical examples and insights drawn from real world experience Leading edge exam preparation software including a test engine and electronic flashcards You'll also find authoritative coverage of key exam topics including IT Project Initiation and Scope Definition IT Project Planning IT Project Execution Control and Coordination IT Project Closure Acceptance and Support This book has been reviewed and approved as CompTIA Authorized Quality Curriculum CAQC Students derive a number of important study advantages with CAQC materials including coverage of all exam objectives implementation of important instructional design principles and instructional reviews that help students assess their learning comprehension and readiness for the exam Note On August 10 2004 CompTIA changed the name of the IT Project certification to Project in order to better reflect the title's application beyond IT professionals Neither the exam objectives nor the exam questions were changed The CAQC approved content found in this edition of the IT Project Study Guide therefore remains valid and suitable for candidates preparing for the Project certification Note CD ROM DVD and other supplementary materials are not included as part of eBook file

Project+ Study Guide William Heldman, Lona Cram, 2004-11-19 Here's the book you need to prepare for the latest version of CompTIA's Project exam This Study Guide was developed to meet the exacting requirements of today's certification candidates In addition to the consistent and accessible instructional approach that has earned Sybex the Best Study Guide designation in the 2003 CertCities Readers Choice Awards this book provides Clear and concise information on project management Practical examples and insights drawn from real world experience Leading edge exam preparation software including a test engine and electronic flashcards You'll also find authoritative coverage of key exam topics including Project Initiation and Scope Definition Project Planning Project Execution Control and Coordination Project Closure Acceptance and Support This book has been reviewed and approved as CompTIA Authorized Quality Curriculum CAQC Students derive a number of important study advantages with CAQC materials including coverage of all exam objectives implementation of important instructional design principles and instructional reviews that help students assess their learning comprehension and readiness for the exam Note CD ROM DVD and other supplementary materials are not included as part of eBook file

Producing Video Podcasts Richard Harrington, 2012-08-06 Put the video podcast medium to work for you and your clients with a winning formula Know how video podcasts work and every facet of what it takes to produce a professional quality program that will meet every criterion for success The authors are seasoned video production pros that have been on the crest of the video podcasting wave as it has risen With over 2500 episodes produced they can reveal what works and what doesn't with detailed illustrated guidance You get the nuts and bolts of the complete process including Preproduction budgeting guidelines mapping your production

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International Standardization United States. Congress. House. Committee on Science, Space, and Technology. Subcommittee on Science, Research, and Technology, 1989

Project Management Made Simple and Effective Daniel C. Yeomans, Peter Rogers, 2017-03-17 In today's fast paced and global workplace project management takes on new meaning Virtual meetings portable technology and tighter budgets add to the risk of project failure Yet businesses must continue forward with new products or services meet demands and market their goods These goals depend on effective project management When project management fails businesses often follow Project Management Made Simple and Effective teaches you the principles of successful project management so you can adapt to this environment You'll learn different techniques for leading project teams and getting the attention of busy executives You'll also learn how to avoid common problems that can create havoc with the most experienced project teams Applying a Portfolio Approach Managing Stakeholders Defining Scope Identifying the Critical Path Measuring Status of the Schedule Scope and Budget Resolving Conflicts that Occur During a Project The author and contributors also share useful easy to use templates that may be downloaded from their website Whether you're an experienced Project Manager or someone leading their first work team Project Management Made Simple and Effective gives you the practical tools insights and advice to be successful project managers

CompTIA Project+ Study Guide Kim Heldman, 2017-02-13 The bestselling Project preparation guide updated for the latest exam The CompTIA Project Study Guide Second Edition is your comprehensive resource for taking Exam PK0 004 With 100% coverage of all exam objectives bolstered by real world scenarios and the Sybex interactive learning environment this book gives you everything you need to approach the exam with confidence Detailed explanations and superior study tools cover and reinforce setup initiation planning execution delivery change control communication and closure and the author Kim Heldman's twenty five years of project management experience provide deep insight into real world applications Study tools include access to two bonus practice exams allowing you to focus on areas you need further review and electronic flashcards provide last minute review on key concepts The Project exam is a first step into the complex world of project management and serves as a springboard to the Project Management Institute's PMI PMP certification This study guide helps you build the knowledge you need to be confident on exam day Review 100 percent of the Project exam objectives Understand the real world applications of each concept Gain expert insight drawn from real world experience

Access online practice exams electronic flashcards and more Every industry needs people who know how to deliver successful project outcomes The Project exam parallels the PMI's A Guide to Project Management Body of Knowledge PMBOK Guide so this smart study guide gives you a solid foundation for additional project management training and certification The CompTIA Project Study Guide Second Edition combines industry leading expertise with Sybex resources to help you successfully begin your project management journey

JavaScript David Flanagan, 2006-08-17 This Fifth Edition is completely revised and expanded to cover JavaScript as it is used in today's Web 2.0 applications This book is both an example driven programmer's guide and a keep on your desk reference with new chapters that explain everything you need to know to get the most out of JavaScript including Scripted HTTP and Ajax XML processing Client side graphics using the canvas tag Namespaces in JavaScript essential when writing complex programs Classes closures persistence Flash and JavaScript embedded in Java applications Part I explains the core JavaScript language in detail If you are new to JavaScript it will teach you the language If you are already a JavaScript programmer Part I will sharpen your skills and deepen your understanding of the language Part II explains the scripting environment provided by web browsers with a focus on DOM scripting with unobtrusive JavaScript The broad and deep coverage of client side JavaScript is illustrated with many sophisticated examples that demonstrate how to Generate a table of contents for an HTML document Display DHTML animations Automate form validation Draw dynamic pie charts Make HTML elements draggable Define keyboard shortcuts for web applications Create Ajax enabled tool tips Use XPath and XSLT on XML documents loaded with Ajax And much more Part III is a complete reference for core JavaScript It documents every class object constructor method function property and constant defined by JavaScript 1.5 and ECMAScript Version 3 Part IV is a reference for client side JavaScript covering legacy web browser APIs the standard Level 2 DOM API and emerging standards such as the XMLHttpRequest object and the canvas tag More than 300,000 JavaScript programmers around the world have made this their indispensable reference book for building JavaScript applications A must have reference for expert JavaScript programmers well organized and detailed

Brendan Eich creator of JavaScript

[Project Health Assessment](#) Paul S. Royer, PMP, 2014-10-24 Project managers sponsors team members and involved stakeholders know when things aren't going well A frequent first indication is a missing or errant process Project Health Assessment presents an innovative approach for assessing project processes through a set of ten critical success factors based on PMI's PMBOK Guide knowledge areas The findings from such assessments can help project managers reduce project risk improve stakeholder satisfaction and increase the likelihood of project success as demonstrated by 30 assessments done over 15 years of putting this approach into practice Project Health Assessment breaks down each PMBOK Guide knowledge area into its process steps inputs and outputs and then creates critical success factor questions that evaluate its effectiveness and potential risk These questions can be used by project managers to establish sufficient project processes or by external entities to evaluate a project and assess its overall risk The book illustrates critical

success factor points through numerous case studies including a step by step example of how to conduct a project health assessment from engagement acquisition through startup initial assessment and periodic follow up assessments The book provides several downloadable document spreadsheet and scheduling templates that practitioners can customize and use in their projects Using these tools you can avoid or minimize the cost of failed projects to your organization

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narrates a chain of related events he writes stories for the magazines aesop s fables a collection of fables believed to have been written by the greek storyteller aesop 2

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web a story that has a deeper or more general meaning in addition to its surface meaning allegories are composed of several symbols see also symbol or metaphors for example in the pilgrim s progress by john bunyan the character named christian struggles to escape from a bog or swamp

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web what is allegory allegory is a simple story which has a symbolic and more complex level of meaning characters setting objects and colours can all stand for or represent other bigger ideas

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web uk 'æl ə ɡə ri us 'æl ə ɡɔːr i add to word list a story play poem picture or other work in which the characters and events represent particular qualities or ideas that relate to

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web allegory is a work that makes extensive use of symbolism in order to communicate a broader moral or meaning nearly

every aspect of an allegory from characters to objects to dialogue to settings to major plot events can typically be interpreted as having a secondary symbolic meaning that fits into the allegory s broader meaning

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