

# PROJECT SCOPE MANAGEMENT

Project Management – 5th meeting

- Project Scope Management includes the processes required to ensure that the project includes all the work required, and only the work required, to complete the project successfully.
- Process :
  1. Plan Scope Management
  2. Collect Requirements
  3. Define Scope
  4. Create WBS
  5. Validate Scope
  6. Control Scope

A person wearing a white button-down shirt is shown from the chest down, pointing their right index finger towards the right side of the frame. The background is a blurred office setting.

## What is Project Scope Management?

# Overview of Project Scope Management

## Product Scope VS Project Scope

### Product scope



**Features making up  
the product:**

Conditions  
Capabilities

**Features measured against  
predefined requirements**

### Project scope

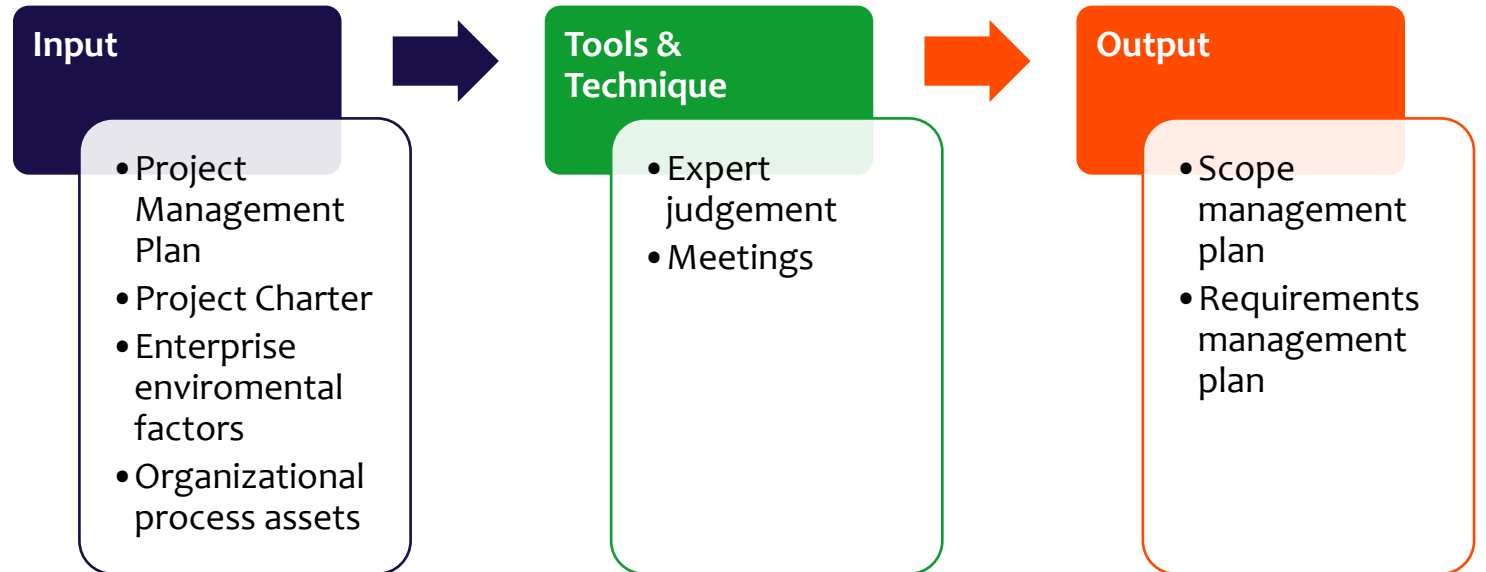


**Work needed to deliver  
the product**

**Work measured against  
project management plan**

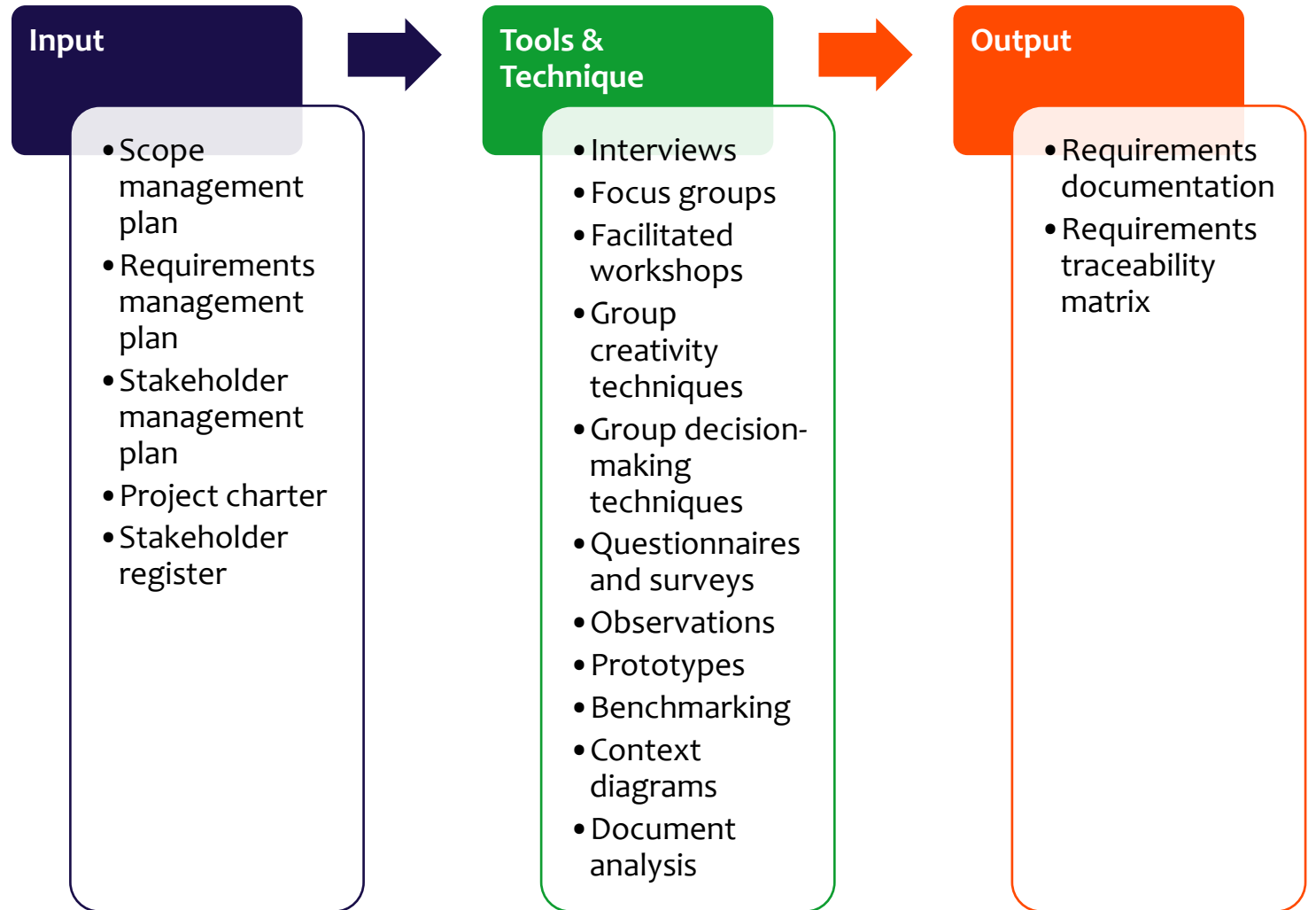
# 1. Plan Scope Management

Plan Scope Management is the process of **creating a scope management plan** that documents how the project scope will be defined, validated, and controlled.



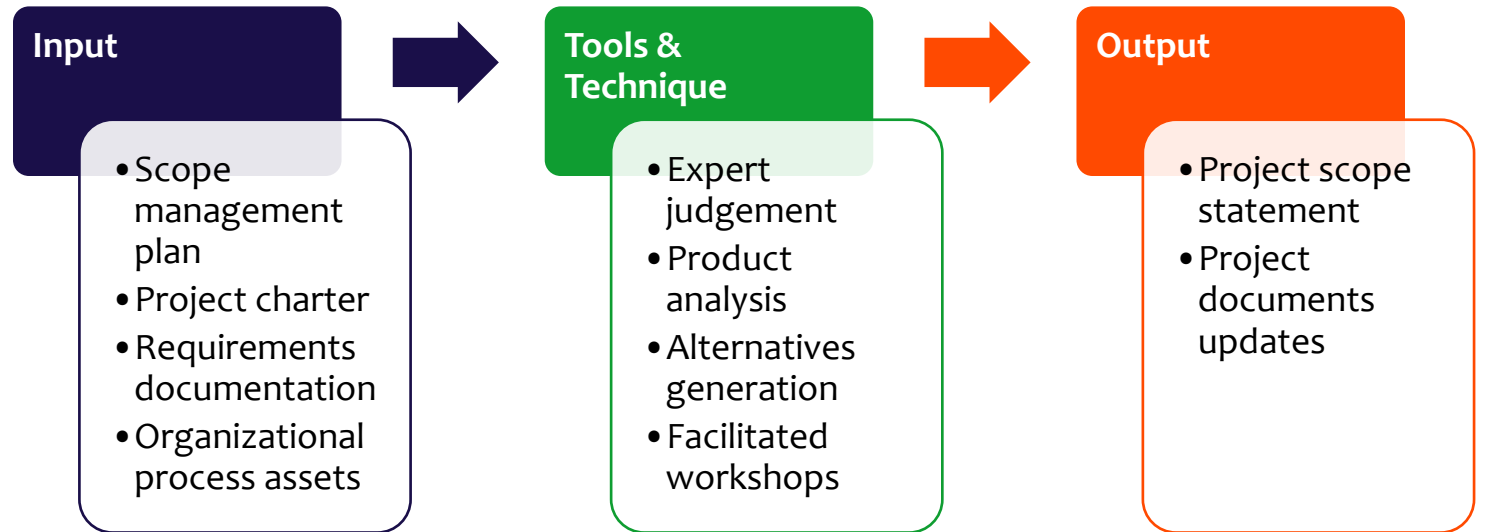
## 2. Collect Requirements

Collect Requirements is the process of **determining, documenting, and managing** stakeholder needs and requirements to meet project objectives.



### 3. Define Scope

Define Scope is the process of **developing a detailed description** of the project and product.



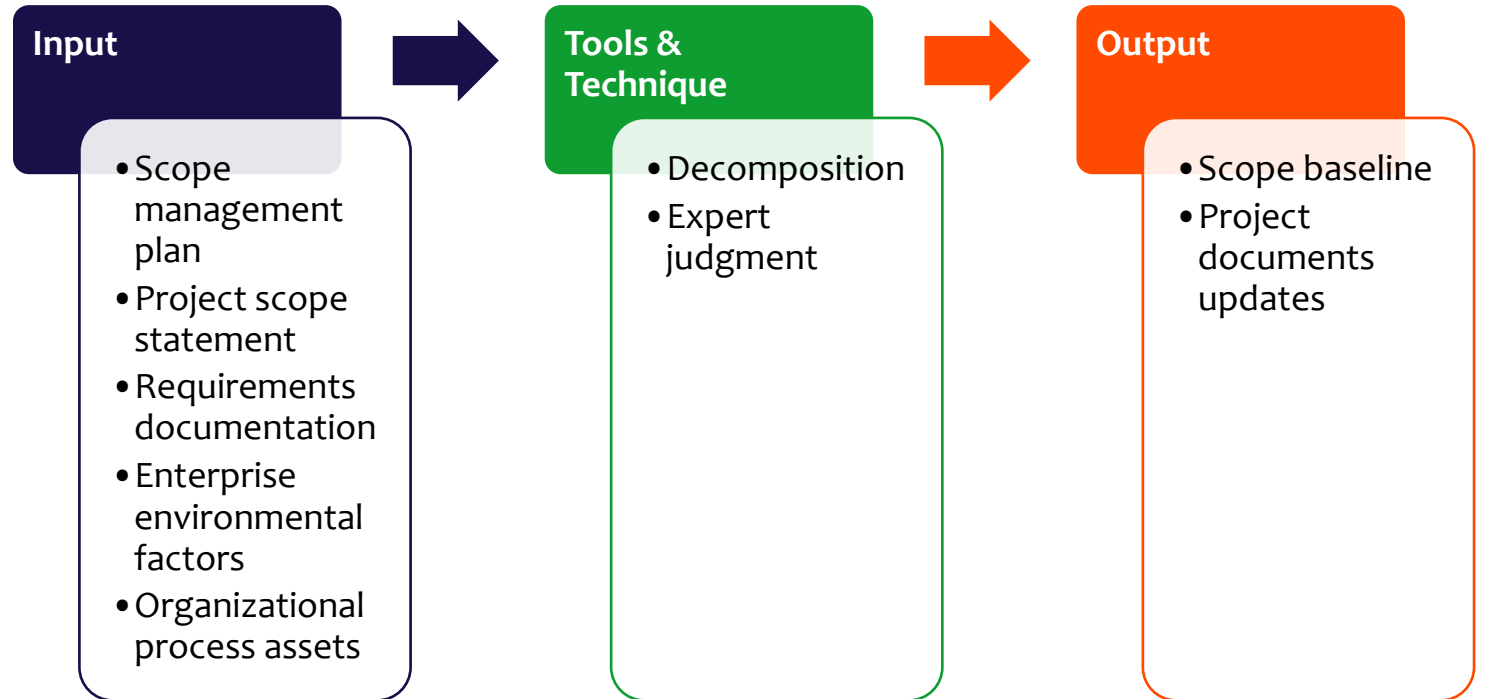
# Define Scope Process

## Project Scope Statement

- **Product scope description**
- **Project deliverables**
- **Project boundaries (inclusions and exclusions)**
- **Product acceptance criteria**
- **Project constraints**
- **Project assumptions**

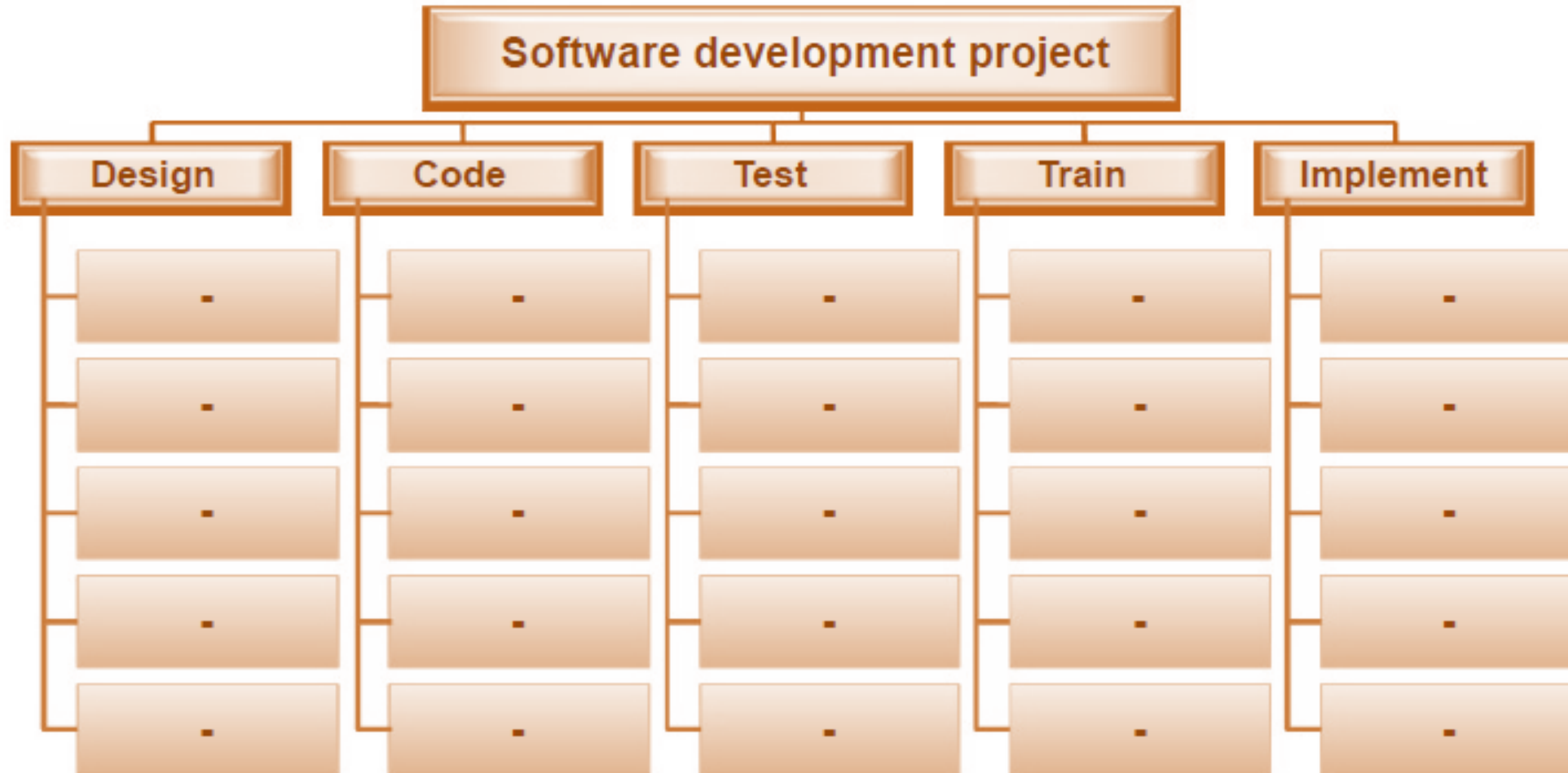
## 4. Create Work Breakdown Structure (WBS)

Create WBS is the process of **subdividing** project deliverables and project work into smaller, more manageable components.



# Work Breakdown Structure (WBS)

What is a WBS?



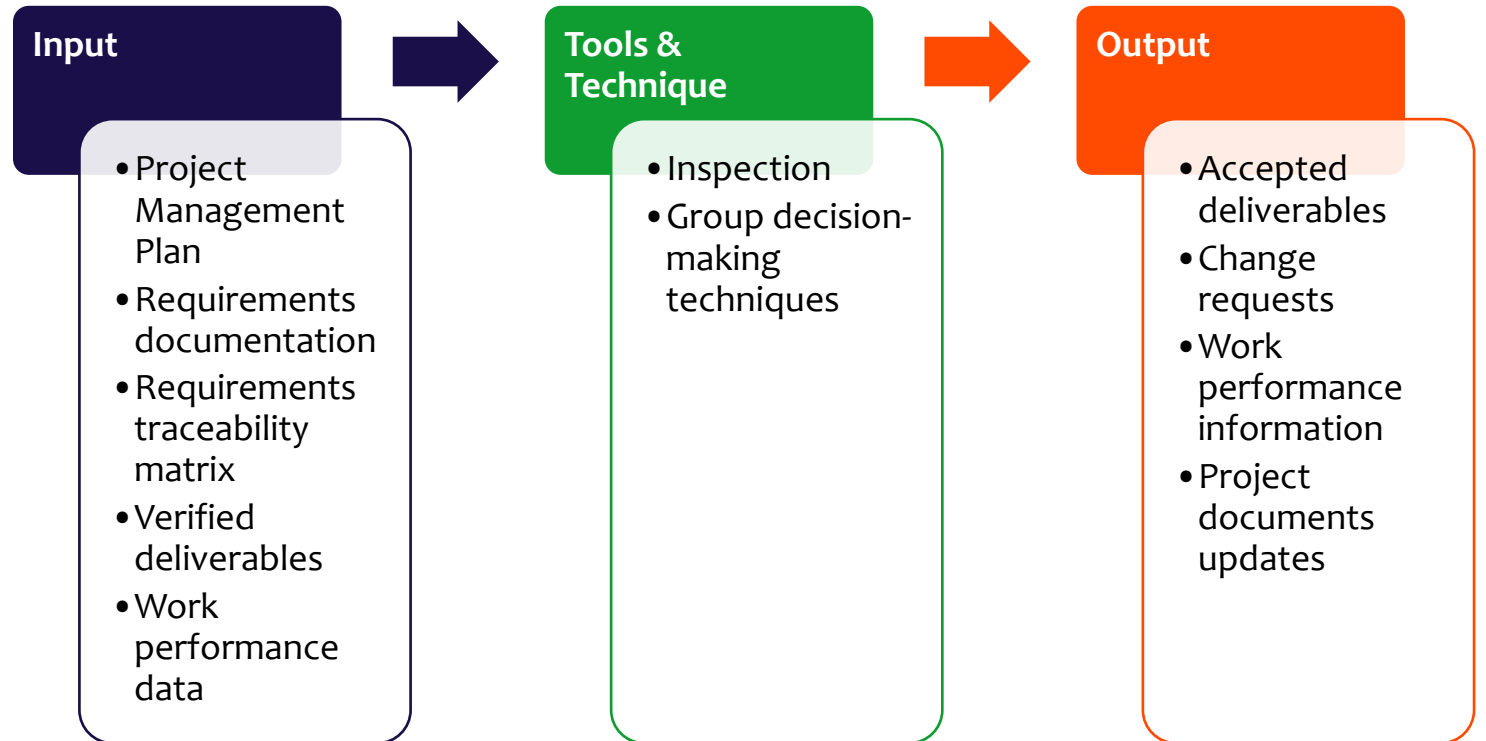
# Work Breakdown Structure (WBS)

## Why Create a WBS?

- **Uses graphical format to facilitate clear understanding.**
- **Uses hierarchical approach to identify all work.**
- **Serves as communication tool among stakeholders.**
- **Allows team to “get their arms around” the project.**
- **Becomes the foundation for planning.**
- **Is used as a tool to evaluate scope changes.**
- **Can be used as a template for future projects.**
- **Allows team members to understand how their work fits in the project.**
- **Gets team buy-in.**

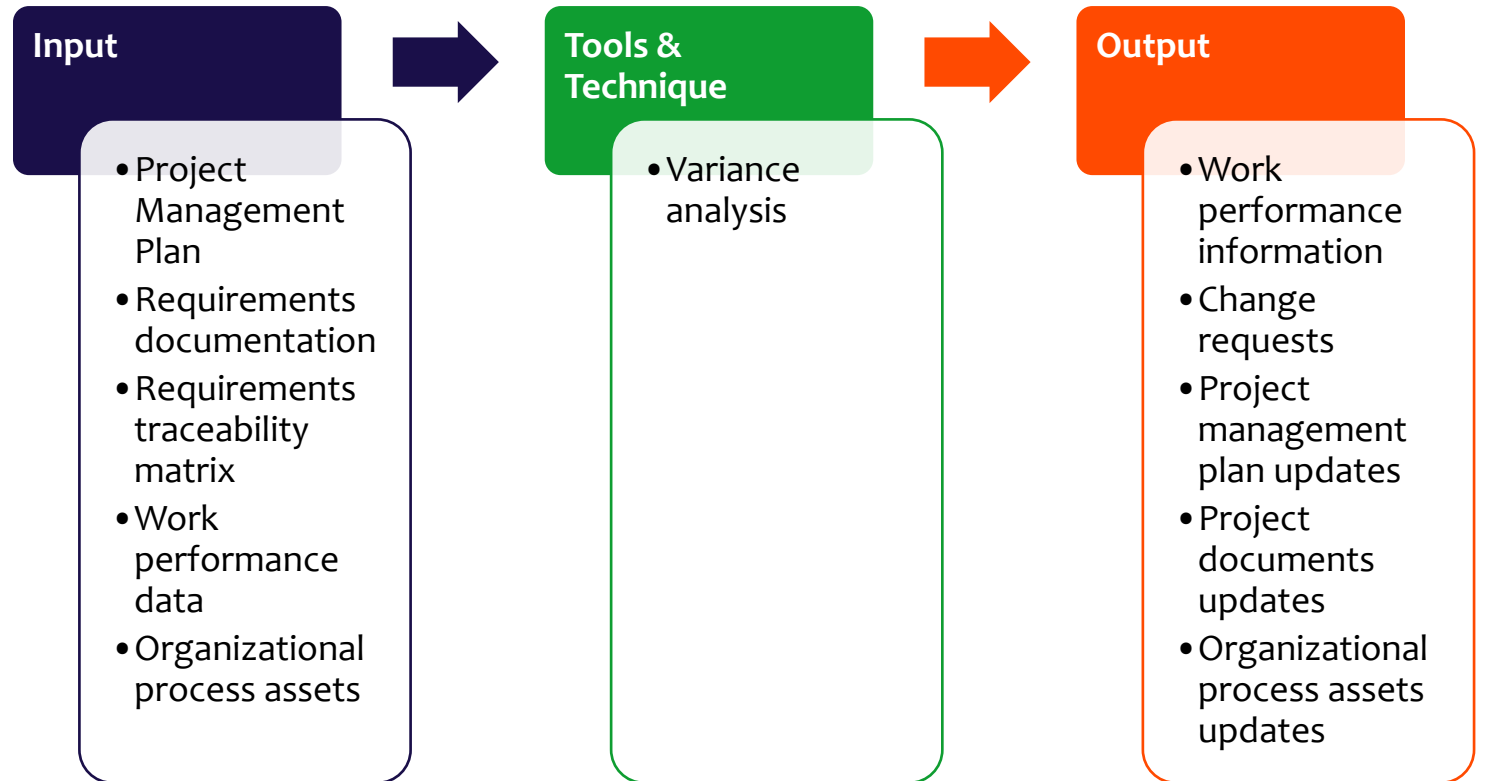
## 5. Validation Scope

Validate Scope is the process of formalizing acceptance of the completed project deliverables.



# Control Scope

Control Scope is the process of **monitoring** the status of the project and product scope and **managing** changes to the scope baseline.





# Thank You

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