

PROJECT MONITORING

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PMG333

Lecture 01

SCOPE MONITORING

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Lecture Content

- ① Meaning of Scope
- ② Product Scope vs. Project Scope
- ③ 6 Steps of Scope Management
- ④ Scope Creep vs. Gold Plating
- ⑤ Project Scope Statement



The Bridge That Never Reached the Other Side

A Story About Scope

In 1997, a small city decided to build a bridge to connect two riverbanks. A contract was signed with an engineering firm, and work began with great enthusiasm.

Six months later, the mayor visited the site — only to discover that the engineers had added a bicycle lane, seating benches, and ornate Italian-imported lamp posts. The bridge looked like a masterpiece.

But there was one catastrophic problem:

The budget was exhausted. The deadline had passed. And the bridge stopped in the middle of the river — never reaching the other side.

Mayor: “Why did you do this?”

Engineer: “We wanted to make it the most beautiful bridge in the country!”

What Can We Learn From This Story?

Four Core Concepts in Scope Management

- 1 **What did the mayor request?**
A bridge connecting both banks → **SCOPE**
- 2 **What did the mayor later ask to add? (Owner's request)**
Added lanes, benches & decorative lighting — requested by the owner after project started → **SCOPE CREEP**
- 3 **What did the engineers add on their own initiative? (Contractor's initiative)**
Gold-coated railings & luxury marble flooring — added by the team without anyone asking → **GOLD PLATING**
- 4 **What was missing from the project?**
Someone monitoring daily to ensure only agreed work was done → **SCOPE MONITORING**

— *Key Distinction: If the additions come from the Owner → Scope Creep. If the additions come from the Contractor → Gold Plating. Both happen when Scope Monitoring is absent.* —

Another Real-World Example

When Scope Goes Unmonitored

Imagine you hired a contractor to build your dream two-story home within a fixed budget. Two months into construction, you visit the site — only to find the contractor digging a swimming pool in the backyard!

When asked, the contractor's enthusiastic replied:

I thought the pool would make the house more beautiful!

Problem statements means:

- ✗ You never requested a pool
- ✗ There is no budget for it
- ✗ The delivery date will be delayed

This is exactly what happens when the concept of SCOPE is absent from a project.

What was agreed



What actually happened



What is Project Scope Management?

“ 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.

— PMBOK Guide, Project Management Institute

[1] PMI, PMBOK Guide, 7th Edition

- All the work required
- Only the work required



No more, no less.

*The essence of Project Scope Management
— PMBOK Guide, PMI*

Two Sides of the Same Coin

The Tale of Building a Dream Home

- 1 Imagine you decided to build your dream home. You sat with the architect for hours describing every detail: How many bedrooms? A balcony overlooking the sea? What flooring? Open or closed kitchen?

→ These details = **PRODUCT SCOPE**

- 2 Then the architect began planning: Who demolishes the old structure? When are foundations poured? How many workers? How will electricity and water be connected?

→ These tasks = **PROJECT SCOPE**

Both are essential — but they address entirely different aspects of the same ultimate goal.



PRODUCT SCOPE — What it must **BE**

Survey → Design → Build → Test

PROJECT SCOPE — What must be **DONE**

Defining the Two Scopes

Based on PMBOK Guide — Project Management Institute [1]

PRODUCT SCOPE

*The **WHAT** — Features & Characteristics*

The features, functions, and characteristics that the final product must possess. Focuses on what will be delivered to the customer.

- **+ Functional:** What does the product DO?
- **+ Non-Functional:** How does it PERFORM?



PROJECT SCOPE

*The **HOW** — Work & Activities*

The work that must be performed to deliver a product with the defined features. Includes all tasks, activities, and efforts required.

- All tasks and deliverables
- All efforts and activities



Product Scope = the DESTINATION — Project Scope = the ROAD to get there

[1] PMI, PMBOK Guide, 7th Edition

Practical Examples

Product Scope vs. Project Scope in Action



E-Commerce Website

PRODUCT SCOPE — What users experience

- Attractive user-friendly interface
- Search, filter & shopping cart
- Secure electronic payment
- Multi-language support (Arabic & English)

PROJECT SCOPE — What the team does

- UX/UI design & requirements analysis
- Frontend (React.js) & Backend (Node.js)
- Payment gateway integration
- Testing, deployment & team training



New Car Model Launch

PRODUCT SCOPE — Car specifications

- 500 km range electric motor
- Level 3 autonomous driving
- 15-inch touchscreen interior
- 0–100 km/h in 4 seconds

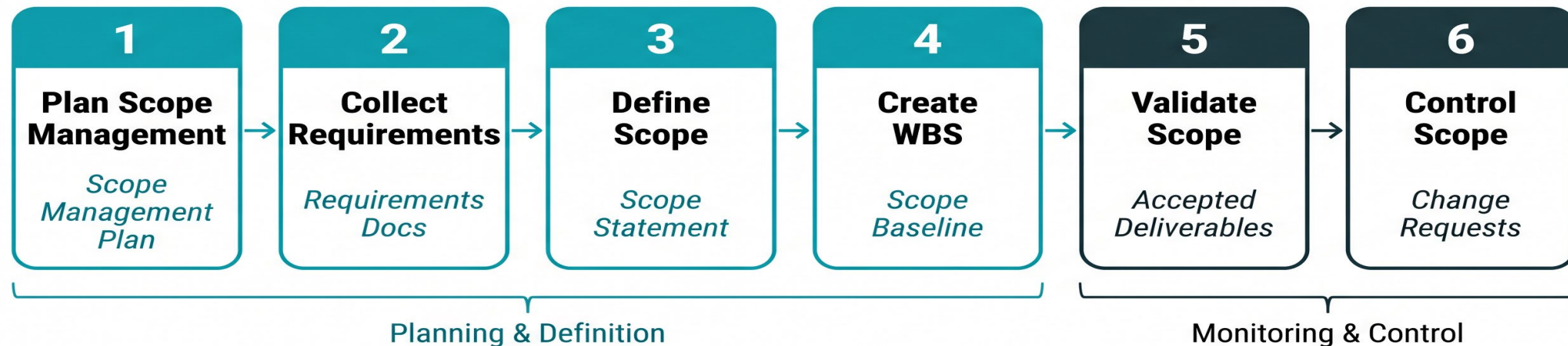
PROJECT SCOPE — Manufacturing process

- Market research & exterior design
- Engine & battery development
- Safety tests & international standards
- Production lines & marketing campaigns

Product Scope = the final result (WHAT) — Project Scope = the effort expended (HOW)

The 6 Processes of Project Scope Management

A Journey from Planning to Control – PMBOK Guide, PMI



Each process builds on the previous – skipping any step puts the entire project at risk.

Process 1 of 6

Plan Scope Management

The Compass Before the Journey

A STORY TO BEGIN WITH...

Imagine you were hired to develop a mobile app for a startup. Excited and confident, you jumped straight into coding. Three months of hard work, late nights, and thousands of lines of code later... you proudly presented the finished app to the client.

The client stared at the screen and said: “This is great... but we only use iPhones. Why did you build it for Android?”

Three months. Wasted. Not because of poor coding — but because no one defined HOW the scope would be managed from day one.

This is exactly what Plan Scope Management prevents.



**What was
BUILT**



**What was
NEEDED**



**Scope
Management
Plan**

*The document that
prevents this from
happening*

Process
1 of 6

Plan Scope Management

The Constitution of Your Project Scope

DEFINITION “The process of creating a scope management plan that documents how the project and product scope will be defined, validated, and controlled.” — *PMBOK Guide*, PMI

INPUTS

- Project Charter
- Project Management Plan
- Enterprise Environmental Factors
- Organizational Process Assets

TOOLS & TECHNIQUES

- Expert Judgment
- Data Analysis
- Meetings

OUTPUTS

- Scope Management Plan
- Requirements Management Plan

These become the RULES of the game for the entire project

Key Question this process answers: HOW will we define, validate, and control scope throughout this project?

Without this plan, every team member plays by their own rules — and the project pays the price.

PMI, *PMBOK Guide*, 7th Edition

Process 1 of 6 — Practical Example

Plan Scope Management in Action

Case Study: Developing a New Banking System

THE SCENARIO

A financial technology company was tasked with building a new banking system. Instead of jumping straight into development, the project manager created a detailed Scope Management Plan that answered three critical questions:

1

HOW will requirements be collected?

Through structured workshops with key stakeholders from operations, IT, and compliance departments.

2

HOW will the WBS be developed?

Using dedicated project management software, with decomposition down to work packages of no more than 40 hours.

3

HOW will scope changes be handled?

All changes must pass through a Change Control Board (CCB) for formal approval before implementation.

+ Scope validation with the client at the end of each project phase.

THE SCOPE MANAGEMENT PLAN STRUCTURE

Requirements Collection

Stakeholder Workshops

**WBS Development**

Dedicated PM Software

**Change Control**

Change Control Board (CCB)

**Scope Validation**

End of Each Phase

PMI, PMBOK Guide, 7th Edition

Result: Every team member knew exactly HOW scope would be managed — before a single line of code was written.

Process 2 of 6

Collect Requirements

Decoding the Dream

A STORY TO BEGIN WITH...

A talented architect was hired to design a dream home. His client sat across the table and said with a smile: "I want something beautiful and comfortable."

Beautiful? Comfortable? The architect stared at his blank notepad. These words meant nothing without details.

So the architect changed his approach. He asked questions. He ran brainstorming sessions. He showed photos of different homes. He even asked the client to sketch rough ideas on paper.

Slowly, the vague dream began to take shape. "Comfortable" became: 3 bedrooms, open kitchen, floor-to-ceiling windows. "Beautiful" became: Mediterranean style, white stone facade, garden with fountain.

Vague words → Detailed blueprints. This transformation is the essence of Collect Requirements.

BEFORE: Vague Vision

"I want something beautiful and comfortable..."

AFTER: Clear Requirements

3 Bedrooms

Open Kitchen

Floor-to-ceiling
Windows

Mediterranean
Style

Process 2 of 6

Collect Requirements

The Foundation of Everything That Follows

DEFINITION “The process of determining, documenting, and managing **stakeholder needs and requirements** to meet project objectives.” — PMBOK Guide, PMI

If requirements are unclear or incomplete, the entire project is at risk of failure.

INPUTS

- Scope Management Plan
- Requirements Management Plan
- Project Charter
- Stakeholder Documents

TOOLS & TECHNIQUES

- Interviews
- Focus Groups
- Facilitated Workshops
- Brainstorming
- Document Analysis
- Prototypes
- Mind Mapping

OUTPUTS

- Requirements Documentation
- Requirements Traceability Matrix (RTM)

RTM: Links each requirement to its business objective — nothing gets lost

Key Question: WHAT do stakeholders actually need — not just what they say they want?

Unclear requirements are the #1 cause of project failure worldwide.

PMI, PMBOK Guide, 7th Edition

Lecture 01

Case Study - NASA Apollo Program

Process 2 of 6 — Practical Example

Collect Requirements in Action

Case Study: NASA Apollo Program

THE CHALLENGE

The Apollo Program was not simply about “building a rocket.” It was about creating an entire system capable of carrying humans to the Moon and returning them safely to Earth. The requirements were extraordinarily complex and interconnected.

WHAT REQUIREMENTS WERE COLLECTED?

PROPULSION

Thrust force required to escape Earth’s gravity and reach lunar orbit

LIFE SUPPORT

Oxygen, temperature control, and pressure systems for crew survival

NAVIGATION

Precision guidance systems for 384,000 km journey to the Moon

SPACESUITS

Materials, dimensions, and mobility specs for lunar surface operations

THE KEY TOOL: Requirements Traceability Matrix

Requirement	Mission Objective	Status
Thrust: 7.6M lbs	Escape Earth orbit	Verified
O ₂ for 14 days	Crew survival	Verified
Guidance $\pm 0.1^\circ$	Lunar landing accuracy	Verified

Every requirement was traceable to a mission objective — nothing was added without a clear purpose.

Result: On July 20, 1969, Apollo 11 landed on the Moon — proof that rigorous requirements collection works.

Process 3 of 6

Define Scope

Drawing the Boundaries

A STORY TO BEGIN WITH...

After months of workshops, interviews, and sketches, the architect finally had everything he needed. The client's dream was fully captured. Now came the critical moment: turning all those wishes into a clear, binding document.

The vague dream was now replaced by a precise statement: "A two-story home, 3 bedrooms, open kitchen, 100 m² backyard. Interior furniture design is NOT included."

That last sentence — "NOT included" — was just as important as everything else. It drew the line between what the project would deliver and what it would not.

This is Define Scope: transforming collected requirements into a precise, agreed-upon project boundary.

IN SCOPE vs. OUT OF SCOPE

IN SCOPE

- ✓ Two-story structure
- ✓ 3 Bedrooms
- ✓ Open kitchen
- ✓ 100 m² backyard

OUT OF SCOPE

- ✗ Interior furniture design
- ✗ Landscaping beyond backyard

Process 3 of 6

Define Scope

From Requirements to a Precise Project Description

DEFINITION

"The process of developing a detailed description **of the project** and product." — *PMBOK Guide*, PMI

This process transforms collected requirements into a clear Scope Statement — the contract between the team and the client.

INPUTS

- Scope Management Plan
- Requirements Documentation
- Requirements Traceability Matrix
- Organizational Process Assets

TOOLS & TECHNIQUES

- Expert Judgment
- Product Analysis
- Alternatives Analysis
- Facilitated Workshops

OUTPUTS
● Project Scope Statement
Includes:

- ✓ Deliverables
- ✓ Assumptions
- ✓ Constraints
- ✓ Exclusions (what is NOT included)

Key Question: WHAT will this project deliver — and equally important, what will it **NOT** deliver?

A well-defined scope statement prevents disputes, rework, and scope creep before they begin.

PMI, *PMBOK Guide*, 7th Edition

Process 3 of 6 — Practical Example

Define Scope in Action

Case Study: The Panama Canal

THE CHALLENGE

The Panama Canal is one of the greatest engineering achievements in history. Connecting the Atlantic and Pacific Oceans required one of the most precise scope definition exercises ever undertaken. Without clear boundaries, the project could have consumed & nations.

WHAT WAS PRECISELY DEFINED?

DIMENSIONS

Length: 82 km | Width: 33.5 m | Depth: 12.5 m

LOCKS

3 sets of locks to raise/lower ships between ocean levels

MATERIALS

Concrete, steel, and specific excavation specifications

EXCLUSIONS — OUT OF SCOPE

✗ Development of surrounding city infrastructure was explicitly excluded from the project

THE PROJECT SCOPE STATEMENT IMPACT

WITH Clear Scope Definition

- ✓ Resources focused on the canal only
- ✓ No disputes over city infrastructure
- ✓ Project completed in 10 years (1904–1914)

WITHOUT Clear Scope Definition

- ✗ Endless debates on what to include
- ✗ Budget consumed by unplanned work
- ✗ Project could have taken decades

Result: A clear scope statement turned an impossible dream into a 10-year engineering triumph.

History.com; PMI, PMBOK Guide, 7th Edition

Lecture 01

How Boeing Builds a Plane

Process 4 of 6

Create WBS

How Boeing Builds a Plane

A STORY TO BEGIN WITH...

Walk into any Boeing factory and you will never see a single person trying to build an entire airplane. It would be impossible. Instead, you see hundreds of specialized teams, each focused on one precise piece of the puzzle.

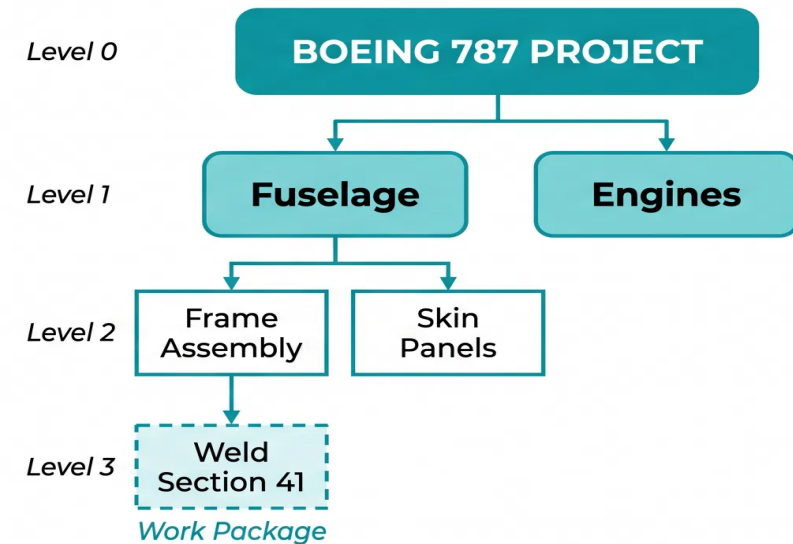
No one builds a plane. Everyone builds their part — and together, the plane gets built.

The project is broken down into: fuselage, engines, navigation systems, cockpit, landing gear, cabin interiors... Each of these is broken down further, until **every task is small enough for one person to own, estimate, and complete.**

Without this breakdown, no airplane would ever leave the ground. This systematic decomposition is the **Work Breakdown Structure — WBS.**

WBS: Turning an impossible project into a collection of manageable tasks.

THE WBS HIERARCHY



Process
4 of 6

Create WBS

The Scope Baseline — Your Project's DNA

DEFINITION “The process of subdividing project deliverables and project work into smaller, more manageable components.” — PMBOK Guide, PMI

The lowest level of the WBS is called a Work Package — the unit that can be independently estimated, assigned, and tracked.

INPUTS

- Scope Management Plan
- Project Scope Statement
- Requirements Documentation
- Enterprise Environmental Factors
- Organizational Process Assets

TOOLS & TECHNIQUES

- Decomposition
- Expert Judgment

Decomposition Rule:
Each element must be:
✓ Deliverable-oriented
✓ Mutually exclusive
✓ 100% of parent scope

OUTPUTS

- **Scope Baseline**
(Scope Statement + WBS + WBS Dictionary)
- **Project Document Updates**
Updates

Scope Baseline = the official reference for all future scope monitoring and control

Key Question: HOW do we break down the work so every task is assignable, estimable, and trackable?

A project without a WBS is like a construction site without blueprints.

PMI, PMBOK Guide, 7th Edition

Process 4 of 6 – Practical Example

Create WBS in Action

Case Study: The First iPhone – Apple, 2007

THE CHALLENGE

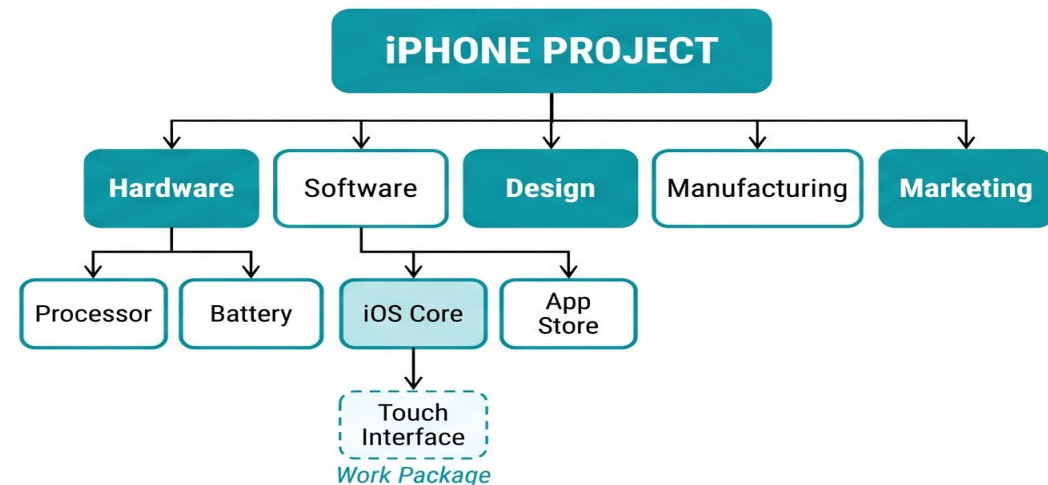
In 2007, Apple set out to build a device that had never existed before – a phone, an iPod, and an internet browser in one. The complexity was staggering. The only way to manage it was to break it down.

Steve Jobs didn't say "build an iPhone." He said: build the hardware team, build the software team, build the design team – and make them work as one.

THE RESULT

- ✓ Launched on schedule: January 9, 2007
- ✓ Each team owned their work packages
- ✓ Zero overlap, zero gap in deliverables

THE iPHONE WBS STRUCTURE



5 major components → dozens of sub-components → hundreds of work packages

Result: The most revolutionary consumer product in history – delivered on time, because every task had an owner.

Process 5 of 6

Validate Scope

The Moment of Truth

A STORY TO BEGIN WITH...

After months of late nights and intense sprints, the development team finally typed the last line of code. The app was built. The internal tests passed. Everything looked perfect — from the inside.

But there was one question that no internal test could answer: Does the CLIENT agree?

The team scheduled a presentation with the client. The room was tense. The project manager clicked “launch” and the app appeared on screen. Would it match what was promised months ago? Would the client sign off?

This moment — formal client review and official acceptance — is the heart of Validate Scope. It is not a technical test. It is a business agreement.

Validate Scope: The official handshake between what was built and what was promised.

VALIDATE SCOPE vs. QUALITY CONTROL

0	QUALITY CONTROL	VALIDATE SCOPE
1	Internal team review	Client/stakeholder review
2	Is it built correctly?	Is it what was agreed?
3	Technical accuracy	Business acceptance
4	Happens BEFORE	Happens AFTER QC



Skipping Validate Scope = delivering without a signed receipt

Process 5 of 6

Validate Scope

Formalizing Client Acceptance

DEFINITION “The process of formalizing acceptance of the completed project deliverables.” — *PMBOK Guide*, PMI

This process is client-facing and outcome-oriented — it answers: Does the client officially accept what was delivered?

INPUTS

- Project Management Plan
- Requirements Documentation
- Requirements Traceability Matrix
- Verified Deliverables (from QC)
- Work Performance Data

TOOLS & TECHNIQUES

- Inspection
- Decision Making

Inspection includes:

- ✓ Walkthroughs
- ✓ Reviews
- ✓ Audits
- ✓ Live demonstrations

OUTPUTS

- **Accepted Deliverables**
(Formally signed off by client)
- **Work Performance Information**
- **Change Requests**
(If deliverable is rejected)
- **Project Document Updates**

**No signature = No acceptance
= Project is NOT complete**

Key Question: Does the **CLIENT** formally confirm that the deliverable meets the agreed requirements?

An accepted deliverable without a signature is just an opinion.

PMI, *PMBOK Guide*, 7th Edition

Process 5 of 6 – Practical Example

Validate Scope in Action

Case Study: Custom Logistics Software Delivery

THE SCENARIO

A logistics company commissioned a custom shipment tracking system. After 8 months of development, the internal team ran all tests — zero bugs, full functionality. Quality Control was complete.

But the project was not finished yet. The client had to see it, test it, and formally accept it.

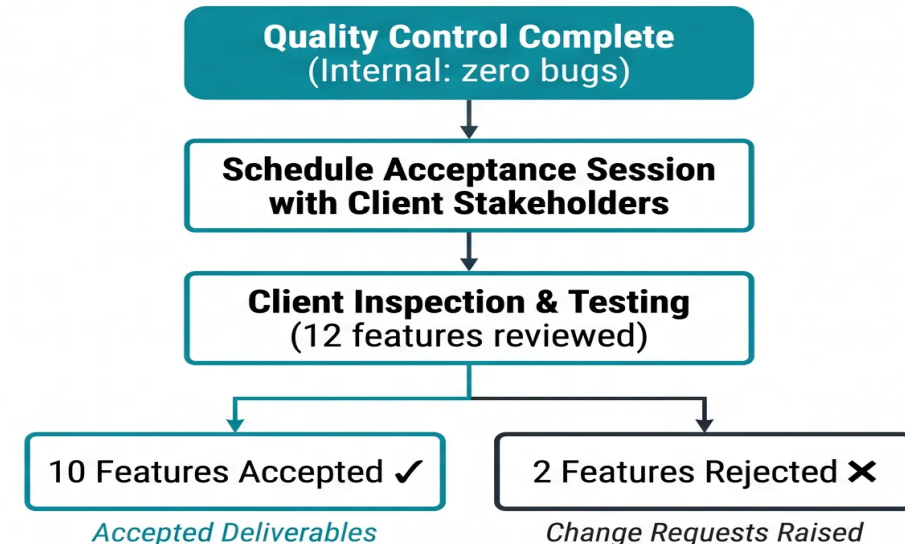
The team scheduled a formal acceptance session with the client's operations manager and IT director.

WHAT HAPPENED DURING VALIDATE SCOPE

- 1 Client tested all 12 core features against requirements
- 2 Two features were flagged as “not matching agreed specs”
- 3 **Change Requests** were formally raised and documented
- 4 Remaining 10 features received official written sign-off

Result: Partial acceptance + documented change requests = controlled progress

THE ACCEPTANCE PROCESS FLOW



Validate Scope does not require 100% acceptance — it requires 100% documentation

Key Lesson: A partial acceptance with documented change requests is better than a silent delivery with hidden disputes.

Process 6 of 6

Control Scope

The Vigilant Guardian

A STORY TO BEGIN WITH...

The scope was defined. The plan was approved. The team was executing. Everything seemed on track — until the client called with a “small request”: add a new reporting dashboard. It would only take a week, they said.

One small request. Then another. Then another. Each one seemed harmless — until the project was three months late and \$200,000 over budget.

This is Scope Creep: the silent project killer. It does not arrive as a crisis. It arrives as a favor, a suggestion, a “quick addition.” Without a vigilant guardian monitoring every change against the approved baseline, the project drifts — slowly, invisibly, fatally.

Control Scope: The process that keeps the project on the path it was meant to walk.

THE TWO ENEMIES OF SCOPE CONTROL

SCOPE CREEP

Unauthorized additions to scope without going through the change control process

Example: Client asks team directly to add features without formal approval

GOLD PLATING

Team adds extra features or quality beyond what was agreed, without client request

Example: Developer adds animations “to make it nicer” without being asked

Both destroy budget, schedule, and trust — even when well-intentioned.

Process 6 of 6

Control Scope

Monitoring, Measuring & Managing Change

DEFINITION “The process of monitoring the status of the project and product scope and managing changes to the scope baseline.” — PMBOK Guide, PMI

This is the only process that runs continuously throughout the entire project lifecycle — from kickoff to closure.

INPUTS

- Project Management Plan (incl. Scope Baseline)
- Project Documents
- Work Performance Data
- Organizational Process Assets

TOOLS & TECHNIQUES

- Data Analysis:
 - Variance Analysis
 - Trend Analysis
- PMIS (Project Management Information System)

**Variance Analysis:
Actual Scope vs. Baseline**
→ Is the project drifting?

OUTPUTS

- **Work Performance Information**
- **Change Requests**
- **Project Management Plan Updates** (Scope Baseline revised if approved)
- **Project Document Updates**

Every approved change = updated Scope Baseline
Every rejected change = documented reason

Key Question: Is the project still delivering EXACTLY what was agreed — no more, no less?

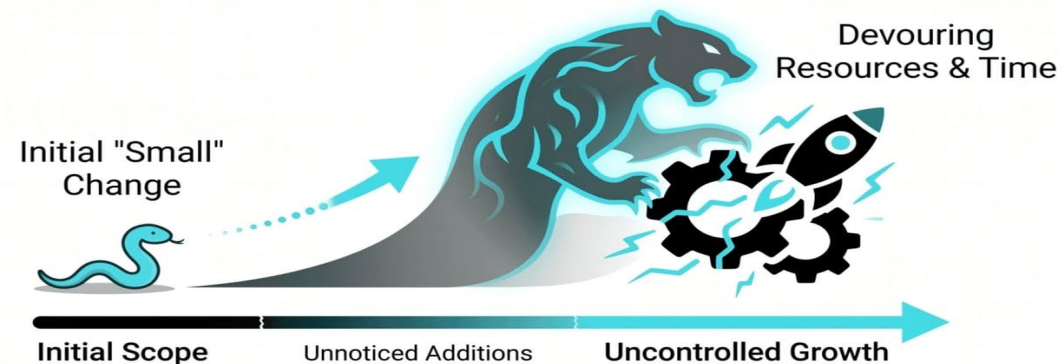
Control Scope is not about saying NO to change — it is about managing change with discipline.

PMI, PMBOK Guide, 7th Edition

Scope Creep: The Silent Project Killer

Understanding the Hidden Monster That Devours Projects

Every small "addition" is a step toward the abyss

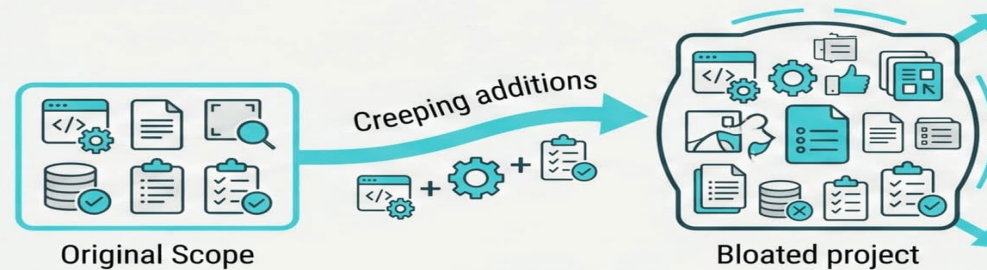


Context: Project Management | Scope Management

Scope Creep Defined: Uncontrolled Expansion Beyond Boundaries

PMBOK® Definition: “Adding features and functionality without addressing the effects on time, costs, and resources, or without customer approval” (PMI, 2008)

- **Scope** = The sum of products, services, and results to be delivered
- **Scope Creep** = Unauthorized additions that bypass formal change control
- Key distinction: Managed Change (approved) vs. Scope Creep (unauthorized).



Context: Project Management | Scope Management

Three Iconic Projects Destroyed by Scope Creep

Lessons Learned from Historical Project Failures due to Uncontrolled Scope Expansion



Denver Airport Baggage System

Budget: Initial \$193M to Final **\$560M+** (300%+ Increase)

Timeline: **16 Months** Delayed

Outcome: Decommissioned in **2005** (Never Fully Functional)



Sydney Opera House

Budget: Initial AU\$7M to Final **AU\$102M** (**1,457%** Overrun)

Timeline: Planned 4 Years to **16 Years** to Complete

Outcome: Completed with Significant Cost & Time Overruns



FBI Virtual Case File

Budget: **\$170M** Spent to Complete Abandonment

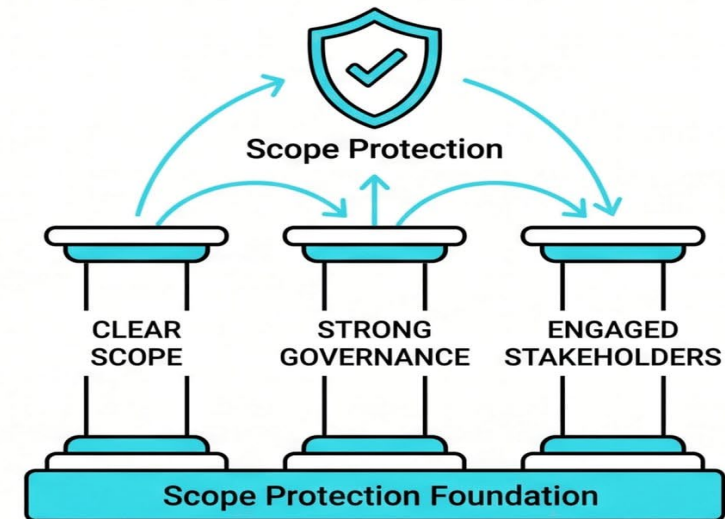
Timeline: Development from 2000 to **2005**

Outcome: Cancelled in **2005** with **Zero Deliverables**

Context: Historical Project Management | Scope Creep Case Studies

How to Prevent Scope Creep: A Strategic Framework

- Define scope rigorously from Day 1 using WBS (Work Breakdown Structure)
- Implement formal Change Control Process — every change must be evaluated and approved
- Engage stakeholders early and continuously — never leave a decision vacuum
- Use Requirements Traceability Matrix to track every requirement back to objectives
- Break long projects into shorter phases with formal close-outs

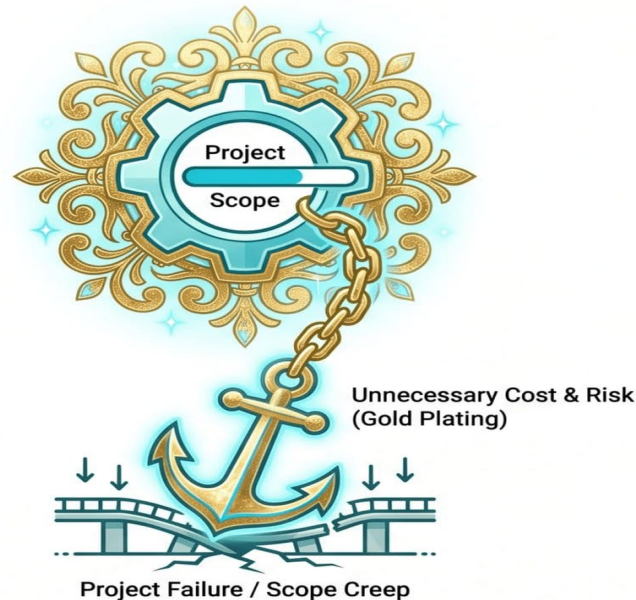


Clear scope, strong governance, engaged stakeholders — the three pillars of scope protection.

References: Larson & Larson (2009), PMI; PMBOK® Guide (2008); Marchewka (2010)

Gold Plating: The Hidden Cost of Generosity

When Adding More Destroys Project Success



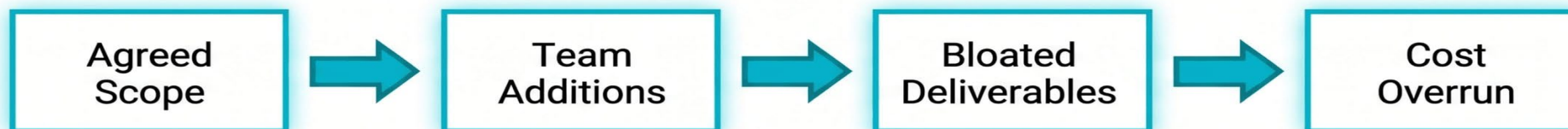
The road to project failure is paved with good intentions

Project Management | Scope Management | Risk Management

Gold Plating Defined: Unauthorized Enhancements Beyond Scope

When Adding More Destroys Project Success

- **Definition (PMI, 2002):** Adding features, functionality, or enhancements that were not requested by the client or stakeholder, falling outside the agreed project scope.
- **Key Distinction:** Gold Plating (team-driven) vs. Scope Creep (client-driven).
- **Critical Difference:** The scope remains unchanged, but deliverables exceed it—creating hidden costs and complexity.
- **Impact Statistics:** Teams spending **10-30%** extra effort on unrequested features; average project delay of **2-3 weeks** per gold-plated feature.



The road to project failure is paved with good intentions

Project Management | Scope Management | Risk Management

Three Catastrophic Cases of Gold Plating Gone Wrong

When Good Intentions Lead to Project Failure



Tempest 2000 (1994)

Developer added support for a non-existent spinner controller.

Code dormant for 14 years.

Lesson: Investing effort in features nobody can use.



Web Design Project

Developer added complex animations to a simple site.

Result: 40% slower, conflicted with brand.

Outcome: Complete rework, 2-week delay.



Construction Project

Contractor used premium materials without request.

Client rejected change for consistency.

Result: Costly removal, project delays.

What is a Scope Statement?

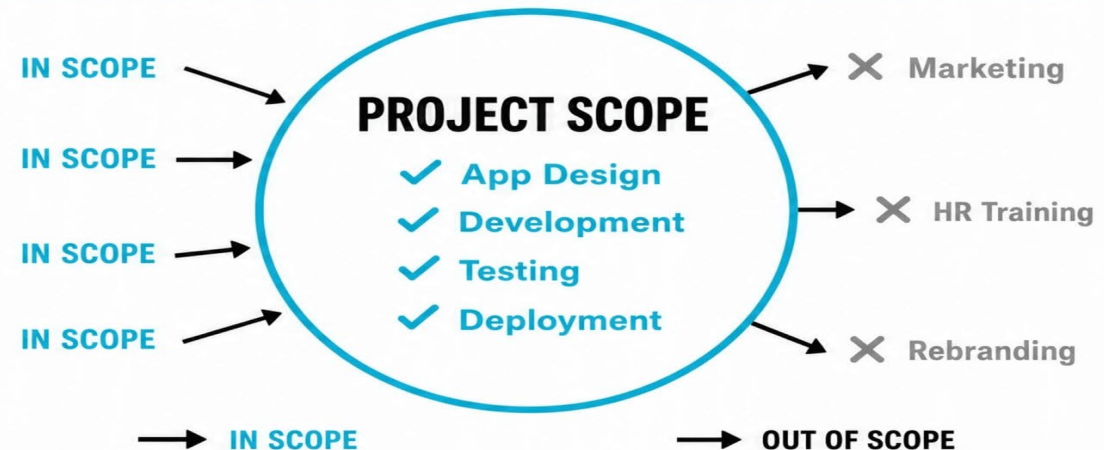
**DID YOU KNOW?****50%**

of projects fail due to unclear scope!
A Scope Statement is your project's safety net.



DEFINITION

A Project Scope Statement is a foundational document that clearly defines the **boundaries**, **deliverables**, and **objectives** of a project — specifying what **WILL** and what will **NOT** be delivered.



“

"If you don't define your scope, someone else will define it for you — and you won't like the result."

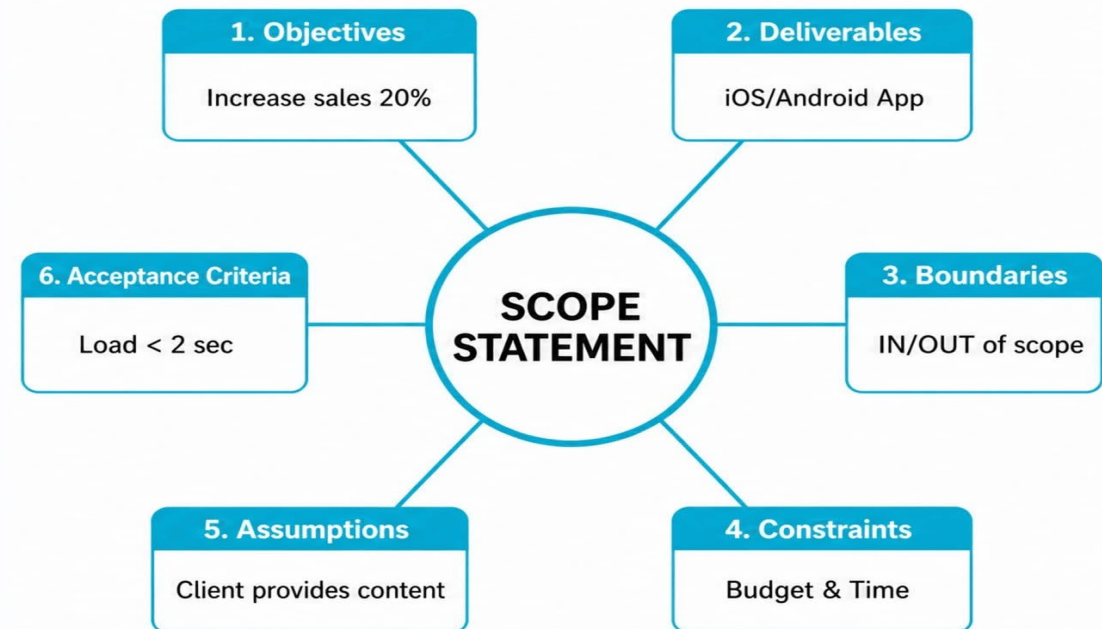
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Key Components & Real Example



Mobile App Project – Scope Statement

1.  Objectives	Increase sales 20%
2.  Deliverables	iOS/Android App
3.  Boundaries	IN: App Dev OUT: Marketing
4.  Constraints	Budget \$50k, 6 months
5.  Assumptions	Client provides content
6.  Acceptance Criteria	Load < 2s



Why It Matters — Key Benefits



- 1 **Manage Expectations**
All stakeholders know exactly what to expect at delivery.



- 2 **Prevent Scope Creep**
Clear exclusions stop unauthorized additions.



- 3 **Better Planning**
Foundation for schedules, budgets, and resource allocation.



- 4 **Measure Success**
Acceptance criteria define when the project is truly done.



- 5 **Team Alignment**
Everyone works toward the same clearly defined goals.



Manage
Expectations



Prevent
Scope Creep



Better
Planning



Measure
Success



Team
Alignment

“

A well-written Scope Statement is the difference between a project that succeeds and one that spirals out of control.

”



**In project management,
scope is not merely a document,
but rather the contract that bridges
dreams and reality.
Make it clear from the beginning.**

Project Scope Management

Thank You