

Acceptance Management

What is acceptance management?

- An Acceptance Management Process is a series of steps that you take to complete User Acceptance Testing. When a project is nearly complete, one of the final steps is to perform User Acceptance Testing with the customer.

- As part of the User Acceptance Testing process, the customer will be asked to review the project deliverables and confirm that they are "fit for purpose".
- By using this User Acceptance Testing process, you can confirm that your customer is happy and sign off the project as complete.

- An acceptance management is a process by which deliverables produced by the project are reviewed and accepted by the customer.
- An Acceptance Management Process is used to ensure that every deliverable produced by the project is formally:
 - Completed
 - Documented
 - Reviewed
 - Approved

Each deliverable may be reviewed and presented individually to the customer for sign-off.

Purpose

- The purpose of Acceptance Management is to gain approval of the project.
- The Acceptance Management Process is terminated only when the Execution phase of the project is completed .

Who is involved in process

- Project Manager
- Project sponsor
- Project stakeholders
- Project team
- Customer

This Acceptance Process helps you to:

- . Perform proper user acceptance testing
- . Use acceptance forms to document the results
- . Request your customer's final acceptance

This acceptance process is unique because it:

- . Steps you through the entire acceptance management process
- . Lists all of the procedures for user acceptance testing
- . Includes each of the acceptance roles and responsibilities
- . Describes in depth how to gain acceptance from your customer
- . Is pre-completed to save you time and effort