**Statement of Scope**

The statement of scope is the outline for what the project must deliver (deliverables). It should include the key success factors of the project and what constrains the project. The project scope must be agreed upon at the beginning of the project or the other constraints (time and resources) will change hindering project execution. (MindGenius, n.d.)

**Feasibility Study**

A feasibility study is the analysis of the ability to complete a project successfully which includes all relevant factors (eg. Technological limitations, budget, etc). It advisable to carry out a feasibility study prior to starting a project so as to minimise possible wasted time and resources. (Investopedia, n.d.)

**Technical Feasibility Study**

A technical feasibility study covers the details of delivering the product or service to customers. (TheBalanceCareers, Some Tips for Writing a Technical Feasibility Study, n.d.)

**Financial Feasibility Study**

A financial feasibility study outlines capital required and its sources, returns on investment and other relevant financial constraints. (TheBalanceCareers, Learn How to Write a Financial Feasibility Study, n.d.) It includes the payback period and the present-value analysis

**Social Feasibility Study**

A social feasibility study includes the effects the project will or may have on the lives of the people that live and work in the project’s area of influence. (BusinessStudyNotes, n.d.) (APMG International, n.d.)

**Work Breakdown Structure**

This is a deliverable which organizes the team’s work into manageable sections. It visually defines scope into chunks to provide an understandable structure for the team.

It works by taking major deliverables and dividing these into smaller systems and subdeliverables until they reach a point where a single person can be assigned to them. (WorkBreakdownStructure, n.d.)

**Product Breakdown Structure**

This is a tool that details the components of a product or system. It is hierarchical with the final product at the top of the hierarchy and the breakdown of its components below. It is similar to a WBS but focuses on the product itself as opposed to the work therein. It contains the physical elements of the product. (ProductBreakdownStructure, n.d.)

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