Scope Statement (Version 01)

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| **Project Title:** Developing a room booking system for UOW  **Date:** 04/10/2021 **Prepared by:** WeBook |
| **Product Characteristics and Requirements:**   1. Functioning prototype of a room booking and management system. 2. Staff users must be able to create, launch and manage the different rooms. 3. Student users must be able to view and book rooms that are available and also make modifications to existing bookings like changing or cancelling rooms. |
| **Product User Acceptance Criteria:**  Meet schedule, budget, scope, and cost  **Summary of Project Deliverables**  **Project management-related deliverables:** business case, charter, team contract, scope statement, WBS, schedule, cost baseline, status reports, final project presentation, final project report, lessons-learned report, and any other documents required to manage the project.  **Product-related deliverables:** research reports, design documents, software code, hardware, etc.   1. Research an online booking system as reference 2. Structural documents, these include documents which features the way the room booking system will be structured 3. Research on coding/programming to support the system   Documents needed:   1. Project Charter 2. Project Scope Statement 3. Project Schedule 4. Cost Management Plan 5. Human Resource Plan 6. Risk Management Plan 7. Quality Management Plan 8. Project Communication Plan 9. Staffing Management Plan |

Scope Statement (Version 02)

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| **Project Title:** Developing a room booking system for UOW  **Date:** 22/10/2021 **Prepared by:** WeBook |
| **Product Characteristics and Requirements:**   1. Functioning prototype of a room booking and management system. 2. Staff users must be able to create, launch and manage the different rooms. 3. Student users must be able to view and book rooms that are available and also make modifications to existing bookings like changing or cancelling rooms. 4. Implement a system administration function: this function will allow a new user role (super user) to perform room administrative operations, which include, approve newly created rooms, view current status of a room, and view usage of a particular room based on a selected date range. |
| **Product User Acceptance Criteria:**  Meet schedule, budget, scope, and cost  **Summary of Project Deliverables**  **Project management-related deliverables:** business case, charter, team contract, scope statement, WBS, schedule, cost baseline, status reports, final project presentation, final project report, lessons-learned report, and any other documents required to manage the project.  **Product-related deliverables:** research reports, design documents, software code, hardware, etc.   1. Research an online booking system as reference 2. Structural documents, these include documents which features the way the room booking system will be structured 3. Research on coding/programming to support the system   Documents needed:   1. Project Charter 2. Project Scope Statement 3. Project Schedule 4. Cost Management Plan 5. Human Resource Plan 6. Risk Management Plan 7. Quality Management Plan 8. Project Communication Plan 9. Staffing Management Plan 10. Test Case 11. Test Report |