

Scope Management Plan

Project Name: Research of Cyber Security Risks Analysis in
Remote Working

Project Number: 01

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MANAGEMENT APPROACH

The phrase "project scope" refers to the totality of the project's deliverables. This scope management plan establishes the methods and procedures for defining, creating, monitoring, controlling, altering, implementing, and validating the project scope. The goal of scope management is to guarantee that all of the work required to properly complete the project is completed. The following individuals will take on scope management responsibilities:

Roles	Responsibilities
Project Manager	Define the project scope. Divide the project scope into activities. Create WBS & Gantt chart.
Project Sponsor	Accept the project scope. Verify the project scope.
Project Team Lead	Monitoring the project scope activities.
Project Team Members	Complete the assigned scope activity.

SCOPE DEVELOPMENT

SOURCES

The Scope Definition section below defines the project's scope. The investigation of the following sources initiated the development of the project scope:

A) Project Plan

B) Stakeholders

PROJECT REQUIREMENTS

Due to the Covid pandemic, many businesses shifted to online business operations. One of their actions was to allow their employees to work from home. As such, employees are more likely to be exposed to cybersecurity risks while working from home. It has a vast impact on the organizations they work for and the personal lives of those employees. Therefore, this research is conducted for identifying cyber security risks when working remotely.

SCOPE DEFINITION

The project scope baseline is made up of the following components: the project scope statement, the work breakdown structure.

Project Scope Statement

Project Aims

The outputs or aims of this project are as follows.

- Identify the cyber security risks that employees currently face while working from home.
- Make recommendations to eliminate or minimize identified cyber security risks.

Project Objectives

An objective that establishes in a project can be defined as an outcome that determines the direction of a task or an aim to be achieved. Accordingly, the objectives for the defined aims of this project are as follows.

Aim 01: Identify the cyber security risks that employees currently face while working from home.

- Identify the significant impact of identified cyber security risks on the organizations where employees work and on the personal lives of those employees.
- Identify cyber security risks that employees may face in the future while working from home.

Aim 02: Recommendations to eliminate or minimize identified cyber security risks.

- Make employees aware of identified cyber security risks and their impact.

Project in Scope

- Identify the cyber security risks that employees currently face while working from home.
- Make recommendations to eliminate or minimize identified cyber security risks.
- Make employees aware of identified cyber security risks and their impact.
- Identify cyber security risks that employees may face in the future while working from home.
- Identify the significant impact of identified cyber security risks on the organizations where employees work and on the personal lives of those employees.

Project out Scope

- Explaining how existing working practices contribute to increasing cybersecurity concerns.
- Developing security strategies to mitigate the impact of cyber security concerns.
- Monitoring whether stakeholders are implementing the recommendations.
- Evaluate threats to the organization and its employees other than cyber security risks.

WORK BREAKDOWN STRUCTURE (WBS)

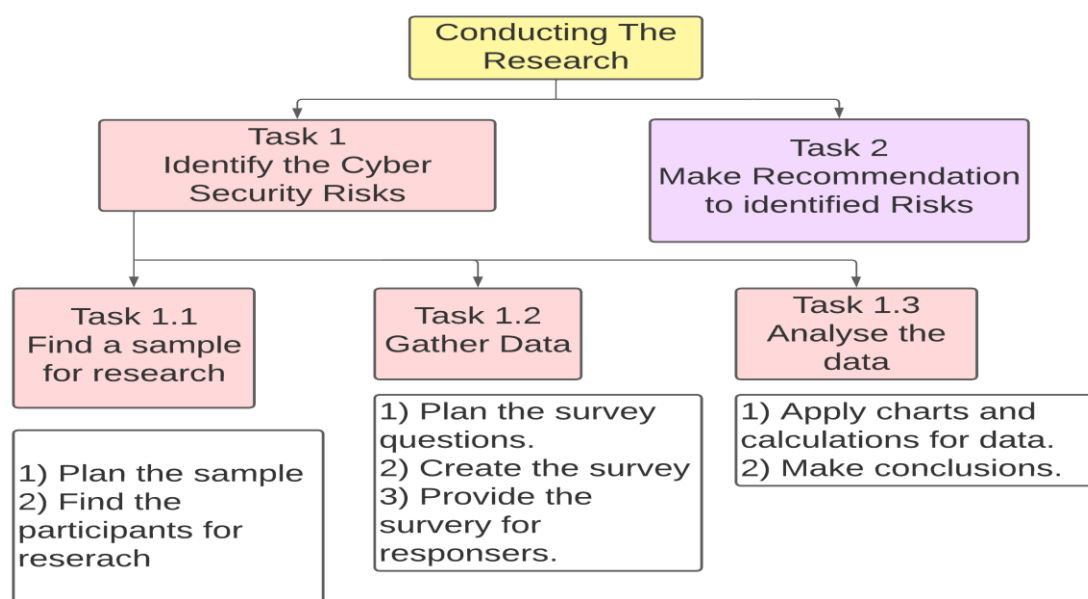


Figure 1: WBS

SCOPE VALIDATION

The process of validating and formalizing acceptance of completed project deliverables is referred to as scope validation.

SCOPE VERIFICATION

With the assistance of the project manager, the deliverables will be checked against the project scope. The project manager first presents the deliverables for examination and verification. When validating project deliverables, the quality management plan addresses quality control processes and control quality activities that are carried out concurrently with scope validation.

Table 1: Scope verification table

Deliverable	Verified By	Variance	Notes

DELIVERABLES ACCEPTANCE

The project deliverables specified in the scope of work will be formally delivered and accepted. They are only presented at the end of a project. They will not be shown at set intervals. The researcher will present the project deliverables, which will be shown to the research participants.

Table 2: Deliverables acceptance responsibilities

Name / Role	Responsibility
Project Manager	Verifies the project deliverables
Researcher	Presents the project deliverables
Project Manager	Reviews the project deliverables
Project Manager	Accepts or rejects the project deliverables

SCOPE CONTROL

The process of monitoring the status of the project scope and managing changes to the scope baseline is known as controlling project scope.

MONITORING

Table 3: Scope Monitoring Responsibilities

Name	Scope Monitoring Activities
Sriyantha Deepal	Identify the cyber security risks
Sriyantha Deepal	Make recommendations to reduce cyber security concerns.
Sriyantha Deepal	Identify the impact of identified cyber security concerns.
Sriyantha Deepal	Identify future cyber security concerns.
Sriyantha Deepal	Aware employees of identified security concerns.

PLAN APPROVAL

By signing below, I, Sriyantha Deepal in my capacity as Project Manager approve this Scope Management Plan.

Name: Sriyantha Deepal

Title: Project Manager

Sriyantha

Signature

2022/08/05

Date Approved