

Defining the Project Charter



Project Charter

- Elements
 - Problem Statement
 - Purpose
 - Benefits
 - Scope
 - Results



Problem Statement

- Beginning of the Charter
- Framed by stakeholders
- Seen as the driving force behind the project



Purpose

- Identifies the end result
- Helps us narrow the focus of the problem
- Address the cause not the symptoms



Benefits

- Derived from the goals
- Linked to company metrics
- Will create a value or advantage for the business



Scope

- Important to lock the scope of your project
- Resist the impulse to change it
- Project Charters are living documents.



Results

- Be specific
- Tie results to metrics
- Helps to assess our progress


