Clayton DeSimone

Project Management

Assignment 8

2/27/2024

**Project Scope Statement**

**New Solutions Enterprise New Product Launch**

**New Solutions Enterprise**

**555 Numbers Way**

**Helena, MT Zip 59601**

**2/27/2024**

**Table of Contents**

[Introduction 3](#_Toc520367540)

[Project Purpose and Justification 3](#_Toc520367541)

[Scope Description 3](#_Toc520367542)

[High Level Requirements 3](#_Toc520367543)

[Boundaries 4](#_Toc520367544)

[Strategy 4](#_Toc520367545)

[Deliverables 4](#_Toc520367546)

[Acceptance Criteria 5](#_Toc520367547)

[Constraints 5](#_Toc520367548)

[Cost Estimate 6](#_Toc520367549)

[Cost Benefit Analysis 6](#_Toc520367550)

# Introduction

This Project Scope Statement serves as a baseline document for defining the scope of the New Solutions Enterprise New Product Launch project, project deliverables, work which is needed to accomplish the deliverables, and ensuring a common understanding of the project’s scope among all stakeholders. All project work should occur within the framework of the project scope statement and directly support the project deliverables. Any changes to the scope statement must be vetted through the approved Project Change Management Process prior to implementation. The completion date for this project is March 31, 2026.

# Project Purpose and Justification

The New Solutions Enterprise (NSE) project was created to address the pressing business problem of declining sales and innovation stagnation resulting in decreased customer satisfaction. By developing and introducing a new software product that incorporates artificial intelligence (AI) with NSE’s data analytics software, NSE aims to meet evolving customer needs, enhance customer satisfaction, increase revenue, and strategically bolster its product line. The justification for this project is in the need for NSE to stay relevant in the competitive software industry. The investment in this project is a proactive measure to counteract negative growth trends, revitalize customer engagement, and secure a positive trajectory for NSE's future business performance. Clear communication of these goals and objectives ensures that stakeholders understand the purpose behind the project and the benefits it brings to the organization.

# Scope Description

The New Solutions Enterprise New Product Launch project involves the integration, development and launch of a new and improved software product. The project aims to create a software product that meets the newly evolving needs of customers. While specific features and functionalities may be adjusted, the desired outcome is clear: the introduction of an innovative and enhanced software product to NSE's product line that utilizes artificial intelligence. This document provides an understanding of what is included in the product, laying the groundwork for effective project management and successful delivery.

# High Level Requirements

At this early stage, the NSE project's high-level requirements are outlined to provide a broad understanding of the expected outcomes. Given the nature of the project, focusing on developing a new software product for New Solutions Enterprise, these requirements include the overarching functionalities and features that the software should possess.

* Software development team with expertise to meet the project’s demands
* Marketing strategy to successfully introduce the new software product
* Comprehensive training and integration plan for successful implementation of the new product

# Boundaries

The New Solutions Enterprise New Product Launch project is bounded by specific parameters to ensure focused development and successful delivery of the new software product. These boundaries include the scope of software features, integration with existing systems, target audience, regulatory compliance, timeline constraints, budgetary limitations, stakeholder involvement, and technology stack. By adhering to these boundaries, the project aims to meet predefined objectives efficiently while aligning with organizational goals and stakeholder expectations.

# Strategy

Our strategy for the NSE project encompasses a detailed plan to meet project goals, engage stakeholders, and achieve desired results effectively. This strategic framework guides decision-making and actions throughout the project lifecycle, ensuring adaptability to evolving circumstances. Led by the project manager, the team will integrate stakeholder input and requirements to drive project activities toward successful outcomes.

# Deliverables

There are several deliverables which will be produced as a result of the successful completion of the NSE project. If all of the following deliverables are not met, then the project will not be considered successful. The Project Manager is responsible for ensuring the completion of these deliverables.

1. New software product integrating AI with NSE's data analytics platform.
2. Detailed design specifications for new software.
3. Documentation package for software installation and operation.
4. Training materials for end-users and support teams.
5. Promotional materials to raise product awareness.
6. Quality assurance reports detailing testing results.
7. Plan for post-deployment support and maintenance.
8. Feedback mechanisms for product improvement.
9. Comprehensive project closure report.

# Acceptance Criteria

Acceptance criteria have been established for the NSE project to ensure thorough vetting and successful completion of the project. The acceptance criteria are both qualitative and quantitative in nature. All acceptance criteria must be met in order to achieve success for this project:

1. Successful development and implementation of the new software product, meeting the specified requirements and functionality.
2. Meet all deliverables within the scheduled time and budget tolerances set during project planning.
3. Demonstrate seamless integration of AI tools with NSE's existing data analytics platform.
4. Show compliance with relevant industry standards and regulatory requirements governing data privacy, security, and accessibility.

# Constraints

Several constraints have been identified for the NSE project. It is imperative that considerations be made for these constraints throughout the project lifecycle. All stakeholders must remain mindful of these constraints as they must be carefully planned for to prevent any adverse impacts to the project’s schedule, cost, or scope. The following constraints have been identified for the NSE project:

1. Limitations in terms of budget, requiring careful financial management to ensure that all activities remain within the allocated financial resources.
2. Due to a fixed timeline, necessitating efficient time management and adherence to deadlines for successful project completion.
3. Adapt to market changes, customer preferences, and technological advancements while maintaining project objectives.
4. Comply with industry regulations and data privacy laws related to software design and data handling.
5. Integrate AI with the existing data analytics platform, considering compatibility constraints.
6. Manage reliance on third-party vendors or suppliers for AI tools, impacting project timelines and costs.
7. Align with organizational policies and procedures, influencing project planning and decision-making processes.

# Cost Estimate

The estimated costs for this project are included in the table below. As the project proceeds and any additional costs become known, this cost estimate will be refined and communicated to all project stakeholders.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Expense** | **Estimated Budget** | **Expended to Date** | **Estimate to Complete** | **Variance** |
| Labor |  |  |  |  |
| Internal | $76,000 | $20,000 | $56,000 | +/- $5,000 |
| External | $0 | $0 | $0 | N/A |
| Software | $612,000 | $100,000 | $512,000 | +/- $ 2,000 |
| Hardware | $0 | $0 | $0 | N/A |
| Other | $162,000 | $75,000 | $5,000 | +/- $500 |
| Total | $850,000 | $195,000 | $655,000 |  |

# Cost Benefit Analysis

A cost benefit analysis has been performed for the NSE project. The successful completion of this project will provide significant benefits to New Enterprise Solutions. It is imperative that all stakeholders understand these benefits as well as the importance of the successful completion of this project. The table below shows a net benefit of $300,000 upon successful completion of the NSE project.

|  |  |  |
| --- | --- | --- |
|  | With NSE project | Without NSE project |
| Costs of Project |  |  |
| Planning & Prototyping | $136,000 | $0 |
| Software Development | $612,000 | $0 |
| Marketing and Launch (Deployment) | $127,500 | $0 |
| Product Maintenance | $127,500 |  |
| **Total Cost of NSE project** | **$850,000** | **$0** |
|  |  |  |
| Benefits |  |  |
| Increased Sales and Revenue | $650,000 | -$650,000 |
| Operational Efficiency | $100,000 | -$100,000 |
| Process & Support Reductions | $180,000 | -$180,000 |
| Increased Employee Productivity | $70,000 | -$70,000 |
| **Total Benefits of NSE project** | **$1,000,000** | **-$1,000,000** |
|  |  |  |
| **Net Benefits of NSE project** | $150,000 | -$1,000,000 |
|  |  |  |

Sponsor Acceptance

Approved by the Project Sponsor:

*John’s signature*

Date:

John Doe

VP Operations