# **6. Project Scope Statement**

## Project name:

## Product Scope Description

Describes what the project will accomplish

## Product Acceptance Criteria

Describes what requirements must be met in order for the project to be accepted as complete

## Project Deliverables

Detailed list of deliverables the project will result in

## Product Scope:

Example: Hardware, Codes

## Project Scope:

Cost baselines, Status reports, WBS, schedules, presentations, lessons learnt

## Exclusions:

Mention what the project team is NOT responsible for. Be as comprehensive as possible

## Project Exclusions

Description of work that is not included in the project and outside of the scope. What work should not be performed in order to eliminate any implied but unnecessary work which falls outside of the project’s scope?

## Project Approach

## Architecture & Designs

## Project Constraints

Lists limits on resources for time, money, manpower, or equipment (capital)

## Project Assumptions

Describes the list of assumptions the project team and stakeholders are working under to complete the project