/Users/briangood/Documents/GitHub/Project-Management/PM-Vocabulary

**Project scope:**

Project scope is a necessity for the start of any project. It’s details should give you a clear vision of the agreed outcomes. It should consist of a number of different steps, such as Identify the project needs, Confirm project goals, Project expectations and acceptance, identifying constraints.

**Project objective:**

Project objectives are a means of communicating with your team on how and the direction you wish the project to progress forward. The objectives should describe specific, tangible deliverables that align with the expectations of your project stakeholders.

**Project Stakeholder:**

A project stakeholder can be a person or an organization that are involved in the project.

They will have an interest in the outcome of the project. They usually are members of the project team, project managers, sponsors and customers or users. They can a positive or negative influence on the project. Identifying these stakeholders is very important, the project could depend on this.

**Product Backlog:**

The product backlog is really a list of all essential tasks that need to be completed by the scrum team. Basically it is a to-do list. The backlog should be prioritised in line with the needs of the project. The product owner is responsible for the backlog. The product owner doesn’t simply keep pushing work at the development team, instead the development team takes tasks from the backlog at their own pace, and the product owner will keep updating the backlog.

**Product owner:**

The product owner takes on the responsibility for the value of the product, from the work of the project team. They are responsible for managing the product backlog, some of the main management includes; highlighting the product backlog items, ordering the product backlog that best suits the team, making clear to all what a scrum team will be working in next.

**Status reporting:**

A status report is like a checklist of all tasks that have been completed to date and to show the tasks have been completed correctly also. A status report is extremely important, so that all the stakeholders can see what each member is currently doing and where they are in the project so that every stakeholder is on the same page.

**(Project)Milestone:**

A milestone in terms of a project is a previously agreed stage in the project, when reached, an evaluation occurs and possibly marks a change or reaching a different stage of development. It can show progress of the project and give an overall view where the project is currently at.

It is a valuable management tool for project management.