

PROJECT SCOPE MANAGEMENT



COURSE OBJECTIVE

The object of this module is to enable you to manage the scope of the project, so as to make sure that the project has all of the necessary activities to deliver its products. This module also assists in the formalizing processes and documentation of the project scope. We will also see how the project manager can define a change management process for the project.

[THE PARTICIPANTS WILL LEARN

- The context of Scope Management.
- Scope and requirements details.
- The project phases.
- The Integration and Scope Management processes.
- Initiating a project.
- Creating the Project Charter.
- Developing the Scope Statement.
- Creating a work break-down structure(WBS).
- Using mindmaps to identify and develop the project scope.
- A Scope Change Control process.

METHODOLOGY

Macrosolutions / Ricardo Vargas use the state-of-the-art in the training process, including:

- [Explanatory classes utilizing audio-visual resources.
- [Use of films and video clips as an educational resource
- [Demonstrations and computer simulations
- [Workgroups activities focused in problem-solving
- [Scenario-based simulations using real cases to be further discussed in groups

COURSE CONTENT

[COURSE OPENING

[THE CONTEXT OF PROJECT INTEGRATION AND SCOPE MANAGEMENT

- Project definition and management
- Defining integration management
- Defining scope management
- The characteristics of scope management
- Project failures and scope management
- Factors that support the project scope
- The main causes of scope problems

THE PROJECT PHASES

- The 5 project phases
- The overlapping of project phases in the PMBOK
- The interference of the phases in the project integration and scope management
- The 44 processes that constitute the PMBOK Guide - 4th Edition

THE PROJECT INTEGRATION AND SCOPE MANAGEMENT PROCESSES

- Developing the Project Charter
- Developing the Preliminary Scope Statement
- Developing the Project Plan
- Guide and manage the project execution
- Monitoring and controlling the project work
- Integrated change control
- Closing the project

THE SCOPE MANAGEMENT PROCESSES

- Scope planning
- Scope definition
- Create WBS
- The basic rules to create a WBS
- Scope verification
- Scope control

DETAILING SCOPE AND PROJECT REQUIREMENTS

- Project scope requirements
- The different type of scope
- Functional and technical scope
- Activity scope
- How to better specify the project scope

INITIATING A PROJECT

- The needs that drive the creation of a project
- SMART objectives
- Project's justifications, product and deliverables
- Project Charter
- Scope Statement

WORK BREAKDOWN STRUCTURE (WBS)

- Defining the WBS
- The advantages and disadvantages of the WBS
- Work Packages
- The decomposition process to create the WBS
- WBS Dictionary

SCOPE CHANGE CONTROL PROCESS

- Where do changes come from
- Change control system
- Managing changes
- Configuration Management

COURSE CLOSE-OUT

FURTHER INFORMATION

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