

PM 103 - Project Scope Management - 2 Days

Course Description:

The Scope Management course addresses the identification, elaboration, planning, and management of project scope. Including selected processes from the PMI Integration and Scope Knowledge Areas. This class addresses project Initiation, Requirements identification and analysis, Scope identification and planning, the Scope Baseline, Scope management and Change control, Scope verification and also addresses aspects of Quality Planning, Quality Assurance, and Quality Control. Using a combination of theory based lecture and hands on exercises, students are provided with an effective skill set for identifying and controlling project scope and deliverables.

Strategic Course Goals and Objectives:

1. Fluency in defining and integrating project Scope into the project life cycle
2. Requirements Identification and justification
3. Integrating project scope into the project plan
4. Positioning the project and project plan for follow-on execution and control

Tactical Skills:

1. Understand the value of developing a business case for a project and the business case integration with business strategic needs.
2. Tools for Identification and prioritization of customer and user needs and wants
3. Tools for translation of needed business capabilities into functional requirements
4. Understanding Progressive elaboration and decomposition of the project scope
5. The mechanics of developing a Scope Statement
6. The mechanics of developing a project Work Breakdown Structure
7. The value of, and management of, the Scope Baseline
8. Understanding the pertinent aspects of contract management and customer scope verification
9. Understanding the integration of the project scope with the overall project plan and execution.

Course Audience:

This course is intended for both project team members and project managers wishing to gain a fluent working knowledge of commonly accepted best practices for planning and managing project scope. Team members and managers looking to improve their requirements analysis skills and looking to improve their understanding of how to identify “what’s in and what’s out” of their

projects should take this course. Students on a track to take the PMP examination should take this course.

Prerequisites:

1. *Project Management Foundations* or
2. Equivalent project management experience