

Scope Definition Worksheet

The Justification is the Why of the project. Describe the reason that the project is being done.

Justification _____

The Objectives of the project are What is expected to be in place when the project is completed

Objectives _____

The Descriptions are the specific functions of the project. Each feature and functions for the project should be listed here

Descriptions _____

The Acceptance Criteria are the measures and metrics that indicate when the project is acceptable. These will be indications of performance expectations, MTBF measurements, schedule dates, and cost expectations including Operations and Maintenance

Acceptance Criteria _____

The Constraints of a project are the things that the project will not do. This sets up a boundary over which the project will not move. This will help prevent the project slipping to the right.

Constrains _____

The Assumptions of a project are a listing of what is known, or believed to be know about the project. This will help clarify the Justification and identify Risks invovled in the project.

Assumptions _____
