

## Project Scope Statement

<b>Title</b>	<b>Timesheet Reporting Tool</b>	<b>Date</b>	June 08, 2017		
<b>Project Manager</b>	Nicole Hansen				
<b>Project Justification</b>	The Timesheet Reporting tool will be the creation of a user-friendly web-based application. The application will automate the process of tracking the daily time entries made by employees				
<b>Project Scope Description</b>	The timesheet reporting tool will be used as a tracking tool to review the time entries by the Information Technology employees globally				
<b>Project Objective</b>	To create a tool to track the timesheet entries for all the Information Technology employees				
<b>High Level Requirements</b>	<ul style="list-style-type: none"> <li>• User access for the tool granted to all employees.</li> <li>• Admin access to support team</li> <li>• Report generation access to project managers</li> <li>• Enable users to remotely access the tool.</li> <li>• Standard templates for all reports</li> </ul>				
<b>In Scope</b>	<ul style="list-style-type: none"> <li>• Multi – level approvals for timesheets</li> <li>• Timesheet tasks additions to the tool by Admin access users</li> <li>• 'Copy Previous Week' timesheets feature.</li> <li>• Access tool via Desktop</li> </ul>				
<b>Out of Scope</b>	<ul style="list-style-type: none"> <li>• New project/task addition to the tool by managers</li> <li>• Connectivity with HRMS to update employee leaves automatically.</li> <li>• Role based task list template.</li> <li>• Access tool via mobile and tablet</li> </ul>				
<b>Cost Estimate</b>	<b>Cost Item</b>	<b>Estimated Project Cost</b>	<b>Actual Spend</b>	<b>Cost until completion</b>	<b>Variance</b>
	Software	\$2300	\$900	\$1400	NA
	Hardware	\$5000	\$1500	\$3500	+/- 1000
	Other	\$750	\$0	\$750	+/- \$100
	<b>Total</b>	<b>\$8050</b>	<b>\$2400</b>	<b>\$5650</b>	

# Project Scope Document

**M Mark**



## **Project Scope Document:**

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**Cost and Value Management in Projects** Ray R. Venkataraman, Jeffrey K. Pinto, 2011-08-26 Cost and Value Management in Projects provides practicing managers with a thorough understanding of the various dimensions of cost and value in projects along with the factors that impact them and the managerial approaches that would be most effective for achieving cost efficiency and value optimization This book addresses cost from a strategic perspective offering thorough coverage of the various elements of value management such as value planning value engineering and value analysis from the perspective of projects

**A Comprehensive Project Management Guide** Philip Bauer, 2024-12-31 This book chiefly focuses on the IPMA competence baseline ICB version 3.0 closely intertwined with project management standards like the PMBOK guide official ANSI Norm and DIN It explores various facets of project management including effective problem solving strategies cross disciplinary methods and the integration of modern tools and techniques Additionally it examines

practical applications of the Six Sigma philosophy presenting industry relevant examples to facilitate reader comprehension and implementation Intended as a reference guide it provides a reliable foundation for both theoretical and practical work along with a comprehensive overview of the state of the art in project management and adjacent disciplines Moreover it offers a tailor made resource for master s studies in Project Management and Quality Management consolidating the insights of trusted industry experts from around the globe As such this workbook is ideally suited as supplementary self study material while also helping readers meet their daily project management requirements

**Software Testing and Continuous Quality Improvement** William E. Lewis,2017-06-01 It is often assumed that software testing is based on clearly defined requirements and software development standards However testing is typically performed against changing and sometimes inaccurate requirements The third edition of a bestseller *Software Testing and Continuous Quality Improvement Third Edition* provides a continuous quality framework for the software testing process within traditionally structured and unstructured environments This framework aids in creating meaningful test cases for systems with evolving requirements This completely revised reference provides a comprehensive look at software testing as part of the project management process emphasizing testing and quality goals early on in development Building on the success of previous editions the text explains testing in a Service Orientated Architecture SOA environment the building blocks of a Testing Center of Excellence COE and how to test in an agile development Fully updated the sections on test effort estimation provide greater emphasis on testing metrics The book also examines all aspects of functional testing and looks at the relation between changing business strategies and changes to applications in development Includes New Chapters on Process Application and Organizational Metrics All IT organizations face software testing issues but most are unprepared to manage them *Software Testing and Continuous Quality Improvement Third Edition* is enhanced with an up to date listing of free software tools and a question and answer checklist for choosing the best tools for your organization It equips you with everything you need to effectively address testing issues in the most beneficial way for your business

**The PMP Exam** Andy Crowe,2005 This self study guide for the Project Management Professional PMP certification exam from the Project Management Institute contains everything project managers need to pass the PMP Exam including 44 processes and 592 inputs tools and outputs Exam topics are covered and insider secrets complete explanations of all PMP subjects test tricks and tips hundreds of highly realistic sample questions and exercises designed to strengthen understanding of PMP concepts and prepare managers for exam success on the first attempt are provided

*The Complete Project Management Methodology and Toolkit* Gerard M. Hill,2009-10-15 Written by one of the nation s most highly regarded project management mentors *The Complete Project Management Methodology and Toolkit* provides a combined project and business management solution that any can be readily applied in any industry by both novice and certified project managers Aligned with common business practices Gerald Hill s method shows how to keep on schedule maintain areas of responsibility and evaluate a job s

progress from conception to completion The text also offers a methodology implementation guide that gives additional insight into the recommended activities that can be customized to meet the needs of individual organizations

**Guidance for Cost Estimation and Management for Highway Projects During Planning, Programming, and Preconstruction** Stuart D. Anderson, Keith Robert Molenaar, Cliff J. Schexnayder, National Cooperative Highway Research Program, 2007

**Integrated Project Management** Bruce T. Barkley, 2010-05-12 Ideal for a wide scope of professionals engineers accountants researchers information technology specialists telecom workers who are tasked with implementing multi departmental projects A must have for the 40 000 candidates who take the Project Management Professionals exam each year

**CompTIA Project+ Certification All-in-One Exam Guide (Exam PK0-005)** Joseph Phillips, 2023-02-28 This comprehensive study guide delivers complete coverage of every topic on the CompTIA Project exam This fully updated self study guide and professional resource shows how to successfully manage projects and prepare for the challenging CompTIA Project exam CompTIA Project Certification All in One Exam Guide Exam PK0 005 walks you through each step of the project management process covering critical strategies for on time and within budget projects You ll get complete explanations of every objective on the CompTIA Project exam along with end of chapter summaries quizzes and exercises that reinforce key points Coverage includes Initiating the project Developing project plans Working with management Managing project scope Creating the budget Building a project plan Organizing a project team Managing teams Implementing the project plan Revising the project plan Enforcing quality Completing the project Online content includes Two complete practice exams Video training from the author Templates and worksheets

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### **Table of Contents Project Scope Document**

1. Understanding the eBook Project Scope Document
  - The Rise of Digital Reading Project Scope Document
  - Advantages of eBooks Over Traditional Books
2. Identifying Project Scope Document
  - Exploring Different Genres
  - Considering Fiction vs. Non-Fiction
  - Determining Your Reading Goals
3. Choosing the Right eBook Platform
  - Popular eBook Platforms
  - Features to Look for in an Project Scope Document
  - User-Friendly Interface
4. Exploring eBook Recommendations from Project Scope Document
  - Personalized Recommendations
  - Project Scope Document User Reviews and Ratings
  - Project Scope Document and Bestseller Lists

5. Accessing Project Scope Document Free and Paid eBooks
  - Project Scope Document Public Domain eBooks
  - Project Scope Document eBook Subscription Services
  - Project Scope Document Budget-Friendly Options
6. Navigating Project Scope Document eBook Formats
  - ePub, PDF, MOBI, and More
  - Project Scope Document Compatibility with Devices
  - Project Scope Document Enhanced eBook Features
7. Enhancing Your Reading Experience
  - Adjustable Fonts and Text Sizes of Project Scope Document
  - Highlighting and Note-Taking Project Scope Document
  - Interactive Elements Project Scope Document
8. Staying Engaged with Project Scope Document
  - Joining Online Reading Communities
  - Participating in Virtual Book Clubs
  - Following Authors and Publishers Project Scope Document
9. Balancing eBooks and Physical Books Project Scope Document
  - Benefits of a Digital Library
  - Creating a Diverse Reading Collection Project Scope Document
10. Overcoming Reading Challenges
  - Dealing with Digital Eye Strain
  - Minimizing Distractions
  - Managing Screen Time
11. Cultivating a Reading Routine Project Scope Document
  - Setting Reading Goals Project Scope Document
  - Carving Out Dedicated Reading Time
12. Sourcing Reliable Information of Project Scope Document
  - Fact-Checking eBook Content of Project Scope Document
  - Distinguishing Credible Sources
13. Promoting Lifelong Learning

- Utilizing eBooks for Skill Development
  - Exploring Educational eBooks
14. Embracing eBook Trends
- Integration of Multimedia Elements
  - Interactive and Gamified eBooks

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