

PROJECT SCOPE

UNIT CODE: BUS/CU/PM/CR/11/6/A

Relationship to Occupational Standards

This unit addresses the unit of competency: Manage project scope

Duration of Unit: 90 hours

Unit Description

This unit covers the competencies required to manage project scope. It involves collecting project requirements, defining project scope, creating work break down structure and validating project scope.

Summary of Learning Outcomes

1. Collect project requirements
2. Define project scope
3. create work break down structure
4. Validate project scope

Learning Outcomes, Content and Methods of Assessment

Learning Outcome	Content	Methods of Assessment
1. Collect project requirements	<ul style="list-style-type: none">• Types of project closure• Causes of project closure• Project requirements• Requirements traceability matrix• Methods of obtaining requirements	<ul style="list-style-type: none">• Oral questioning• Written tests• Case study
2. Define project scope	<ul style="list-style-type: none">• Project boundaries• Requirements analysis• Inclusions and exclusions• Project Scope statement	<ul style="list-style-type: none">• Oral questioning• Written tests• Case study
3. create work break down structure	<ul style="list-style-type: none">• Components of a WBS• Types of WBS• Process of creating WBS	<ul style="list-style-type: none">• Oral questioning• Written tests• Case study

4. Validate project scope	<ul style="list-style-type: none"> • Methods of validation • Variances and trends • Preventive and corrective actions • Approval and signoff 	<ul style="list-style-type: none"> • Oral questioning • Written tests • Case study

Suggested Methods of Instruction

- Instructor led facilitation of theory
- Demonstration by trainer
- Group discussion
- Field trips
- Viewing of related videos and models
- Dual training

Recommended Resources

- Computers
- Projectors
- Communication devices
- Recorders
- Internet
- Cameras
- Stationery
- Transport means
- Meeting venues

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