



Scope Definition for Large, Complex Projects

Who should attend this seminar

This seminar is designed for experienced project managers and planners who are ready to become involved with large, complex projects. The seminar presupposes a basic knowledge in developing and using basic project charters and work breakdown structures.

What you will learn

- To develop a project charter for large, complex projects
- To develop a WBS for a large, complex project using product development flow diagramming as a tool
- The value of the team approach to project scope development
- To apply the need for different visibilities of the WBS

Seminar format

- One day with workshops, discussion and lecture

Seminar take-aways

- Complete seminar manual with all visual aids
- On-line and telephone support for past seminar participants
- Certificate of completion with 7 Professional Development Units

Seminar Outline

Introduction

Definitions – Special characteristics of large complex projects – Life cycle effect on planning – The complete project model – The project planning model – Software support for scope definition – Executive needs – Impact of sophisticated communications and software systems

Project Charter Development

The project charter – Hierarchy of project charters – The format – Project definition: *Clear project purpose – Product definition – Scoping statements* - Project parameters: *Schedule and budget objectives with class of estimates applied – Known constraints – Assumptions – Risk assessment* – Project charter workshop

Advanced WBS Approaches

WBS planning considerations – Team approach to WBS development – Multiple product projects/programs – Using product development flow diagramming – Importance of the WBS dictionary – Different visibilities of the WBS – WBS workshop

Conclusion