



## 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**