

PROJECT SCOPE STATEMENT

Section 1 Project Information			
Project Name		Date	
Sponsor		Project Manager	
Team		Desired Completion Date	
Section 2 Project Description			
<p>State what the project is, what you intend to do and how.</p>			
Section 3 Project Objectives			
<p>The objective should be stated as: Todo something..... by month xx, year.</p>			
Section 4 Project Deliverables			
<p>A deliverable is a desired outcome or tangible item that is evaluated and measured. List the project/request deliverable items.</p>			
Section 5 Project Assumptions			
<p>Assumptions are factors that will be considered true, real, or certain. Identify and list the assumptions here.</p>			