

PMI Lexicon of Project Management Terms

Change Request/Inquiry

Please use this form to provide recommendations on changes to the *Lexicon*. If you would like to recommend a new term or a modified definition to an existing term, we offer guidance on creating a definition. Addresses for returning the completed form appear at the end.

Creating a Definition

The Lexicon team used the principles from the ISO 704 Standard on what a definition is:

“Unlike an encyclopedic description or an explanation, a *definition's* main purpose is not to provide a means for a complete understanding of a given *concept* but rather to provide enough understanding so as to avoid confusing the *concept* in question with other related *concepts*.”

Structurally, a definition is one sentence in the format of:

A [technique/tool/method/...*concept*] that [*characteristics that distinguish it from related terms*]. *Example: Project:* A temporary endeavor undertaken to create a unique product, service, or result.

First Name		Last Name	
Phone Number		Email Address	

Preferred Method of Contact: ☐ Email ☐ Phone

Instructions: Fill out section A *or* section B completely.

Section A. Inquiry	
Term	
Inquiry	



Section B. Change Request	
Change Type	☐ Addition ☐ Modification
Term	
Proposed Definition	
Rationale	

For PMI Use Only

Change Request Decision	
☐ Approved ☐ Approved with modifications	☐ Rejected ☐ Deferred
Justification	
Inquiry Disposition	

Thank you for your input. Please scan and email the completed form to standards@pmi.org or return it via fax or postal mail to:

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