

Defining the scope

Technology, Information Technology



Defining the Scope Defining the Scope Defining the scope of a project is the first step among many, which may be needed in order to realize the timely and effective coordination of all operations. Timelines, objectives and goals, and the allocation of resources are all reasons why there is a need to define the scope when it comes to project management, because in doing so, one is guaranteed the timely and effective completion of all operations. Defining the scope of a project also allows individuals to get a sense of purpose and focus when carrying out a project. This basically gives one the foundation on which to base the project, and allows them time to evaluate all loose ends before completion of a project (Schwalbe, 2013). There, however, comes a time when there is need to have some changes to the scope, and this automatically brings challenges to the operations.

Scope changes, no matter how overwhelming, are always going to happen. The schedule may be one area in which scope changes affect the goings-on of a project. This then affects the schedule laid out at the beginning of the project, which in turn may affect the projected objectives and goals.

Furthermore, the quality of the project may be affected if the situation is not salvaged quickly and efficiently. Quick fixes are often seen in this phase, thus; eroding the quality of the entire project. Unfortunately, there is also the issue of morale. People working on a project when faced with changes can become frightened and confused. People often plan ahead when it comes to projects, but sudden changes may affect the anticipated direction leading to low morale (Schwalbe, 2013).

Handling these changes may be difficult, but it has to be done. One of the best ways to handle this would be to keep calm and stay in control. Once

panic is present, then the entire project may be doomed. Change control mechanisms are crucial at this point, which may point out what direction to take to reach the intended objectives. Different people may have different control mechanisms so it is vital to understand what best works for the project team. One thing that is a fundamental part of this control mechanism is communication. It is vital at this point in the project phase because people need constant reassurance about their capabilities and the importance of project completion (Schwalbe, 2013). This is without compromising the quality of work done.

Reference

Schwalbe, K. (2013). Information technology project management. New York: Bantam Books.