Fundamentals of Scope and Requirements

Course Overview

Scope is perceived from both a business and a project perspective. Requirements are perceived, but more from a project and functional perspective. The goals of this course are to address both the project and the functional perspectives of scope and requirements management, and convey the importance of each in understanding the needs of a business and in developing competencies to manage them.

Chapter 1 - Scope and Requirements Fundamentals 44m

Instructor Introduction
Scope and Requirements Management Introduction (1 of 4)
Scope and Requirements Management Introduction (2 of 4)
Scope and Requirements Management Introduction (3 of 4)
Scope and Requirements Management Introduction (4 of 4)
Scope and Requirements Fundamentals
Objectives
Topic A: Scope Fundamentals
Definition: Product Scope
Concept: Product Scope (1 of 2)
Concept: Product Scope (2 of 2)
Definition: Project Scope
Self-Reflection: Project Scope
Self-Reflection: Project Scope Debrief (1 of 2)
Self-Reflection: Project Scope Debrief (2 of 2)
Topic B: Requirements Fundamentals
Definition: Requirement
Definition: Requirements Documentation
Self-Reflection: Project Requirement and Specifications (1 of 2)
Self-Reflection: Project Requirement and Specifications (2 of 2)
Self-Reflection: Project Requirement and Specifications Debrief
Concept: Business Requirements
Concept: Functional Requirements
Concept: Market Requirements
Concept: Technical Requirements
Concept: Quality Requirements
Concept: Design Specifications
Concept: Material Specifications
Concept: Standards Specifications
Concept: Test Specifications
Topic C: Traceability: A Scope and Requirements Best Practice
Definition: Traceability
Definition: Requirements Traceability Matrix
Concept: Traceability Matrix

Exercise 1.1 Requirements Traceability Framework
Exercise 1.1 Requirements Traceability Framework Worksheet
Exercise 1.1 Requirements Traceability Framework Debrief (1 of 4)
Exercise 1.1 Requirements Traceability Framework Debrief (2 of 4)
Exercise 1.1 Requirements Traceability Framework Debrief (3 of 4)
Exercise 1.1 Requirements Traceability Framework Debrief (4 of 4)
Requirements Traceability Matrix Delegation
Chapter 1 Review

Chapter 2 – Planning Scope and Requirements Management 44m
Planning Scope and Requirements Management
Objectives
Topic A: Planning Scope Management
Scope and Requirements Management Case Study (1 of 3)
Scope and Requirements Management Case Study (2 of 3)
Scope and Requirements Management Case Study (3 of 3)
Concept: Scope Management Planning (1 of 2)
Concept: Scope Management Planning (2 of 2)
Self-Reflection: Outcome Description
Self-Reflection: Outcome Description Debrief
Self-Reflection: Quality Requirements Revisited
Self-Reflection: Quality Requirements Revisited Debrief (1 of 5)
Self-Reflection: Quality Requirements Revisited Debrief (2 of 5)
Self-Reflection: Quality Requirements Revisited Debrief (3 of 5)
Self-Reflection: Quality Requirements Revisited Debrief (4 of 5)
Self-Reflection: Quality Requirements Revisited Debrief (5 of 5)
Concept: Development Approach (1 of 4)
Concept: Development Approach (2 of 4)
Concept: Development Approach (3 of 4)
Concept: Development Approach (4 of 4)
Self-Reflection: Development Approach
Self-Reflection: Development Approach Debrief
Scope Management Plan Outline (1 of 2)
Scope Management Plan Outline (2 of 2)
Topic B: Planning Requirements Management
Concept: Requirements Management Planning (1 of 9)
Concept: Requirements Management Planning (2 of 9)
Concept: Requirements Management Planning (3 of 9)
Concept: Requirements Management Planning (4 of 9)
Concept: Requirements Management Planning (5 of 9)
Concept: Requirements Management Planning (6 of 9)
Concept: Requirements Management Planning (7 of 9)
Concept: Requirements Management Planning (8 of 9)
Concept: Requirements Management Planning (9 of 9)
Exercise 2.1 Requirements Management Plan Outline
Exercise 2.1 Requirements Management Plan Outline Worksheet
Exercise 2.1 Requirements Management Plan Outline Debrief (1 of 2)
Exercise 2.1 Requirements Management Plan Outline Debrief (2 of 2)
Scope and Requirements Management Planning
Chapter 2 Review

Chapter 3 – Eliciting and Analyzing Business Requirements 47m

Eliciting and Analyzing Business Requirements
Objectives (1 of 2)
Objectives (2 of 2)
Topic A: Requirements Elicitation
Concept: Requirements Elicitation (1 of 2)
Concept: Requirements Elicitation (2 of 2)
Self-Reflection: Elicitation Techniques
Concept: Elicitation Techniques (1 of 7)
Concept: Elicitation Techniques (2 of 7)
Concept: Elicitation Techniques (3 of 7)
Concept: Elicitation Techniques (4 of 7)
Concept: Elicitation Techniques (5 of 7)
Concept: Elicitation Techniques (6 of 7)
Concept: Elicitation Techniques (7 of 7)
Self-Reflection: Elicitation Techniques Debrief
Topic B: Requirements Analysis
Concept: Requirements Analysis (1 of 2)
Concept: Requirements Analysis (2 of 2)
Self-Reflection: Requirements Analysis Modeling
Concept: Requirements Analysis Modeling
Concept: Requirements Analysis Models (1 of 5)
Concept: Requirements Analysis Models (2 of 5)
Concept: Requirements Analysis Models (3 of 5)
Concept: Requirements Analysis Models (4 of 5)
Concept: Requirements Analysis Models (5 of 5)
Self-Reflection: Analysis Modeling Techniques Debrief (1 of 2)
Self-Reflection: Analysis Modeling Techniques Debrief (2 of 2)
Topic C: Requirements Prioritization
Concept: Requirements Prioritization (1 of 2)
Concept: Requirements Prioritization (2 of 2)
Self-Reflection: Requirements Prioritization Schemes
Concept: Requirements Prioritization Schemes (1 of 5)
Concept: Requirements Prioritization Schemes (2 of 5)
Concept: Requirements Prioritization Schemes (3 of 5)
Concept: Requirements Prioritization Schemes (4 of 5)
Concept: Requirements Prioritization Schemes (5 of 5)
Self-Reflection: Requirements Prioritization Schemes Debrief (1 of 2)
Self-Reflection: Requirements Prioritization Schemes Debrief (2 of 2)
Topic D: Requirements Specification
Concept: Requirements Specification (1 of 2)
Concept: Requirements Specification (2 of 2)
Exercise 3.1 Well-Formatted Requirements Specification
Exercise 3.1 Well-Formatted Requirements Specification Worksheet
Exercise 3.1 Well-Formatted Requirements Specification Debrief (1 of 4)
Exercise 3.1 Well-Formatted Requirements Specification Debrief (2 of 4)
Exercise 3.1 Well-Formatted Requirements Specification Debrief (3 of 4)
Exercise 3.1 Well-Formatted Requirements Specification Debrief (4 of 4)
Chapter 3 Review (1 of 2)
Chapter 3 Review (2 of 2)

Chapter 4 – Defining and Establishing Scope 56m

Defining and Establishing Scope
Objectives
Topic A: Scope Definition
Concept: Scope Definition (1 of 9)
Concept: Scope Definition (2 of 9)
Concept: Scope Definition (3 of 9)
Concept: Scope Definition (4 of 9)
Concept: Scope Definition (5 of 9)
Concept: Scope Definition (6 of 9)
Concept: Scope Definition (7 of 9)
Concept: Scope Definition (8 of 9)
Concept: Scope Definition (9 of 9)
Exercise 4.1 Developing a Scope Definition
Exercise 4.1 Developing a Scope Definition Worksheet (1 of 2)
Exercise 4.1 Developing a Scope Definition Worksheet (2 of 2)
Exercise 4.1 Developing a Scope Definition Debrief (1 of 4)
Exercise 4.1 Developing a Scope Definition Debrief (2 of 4)
Exercise 4.1 Developing a Scope Definition Debrief (3 of 4)
Exercise 4.1 Developing a Scope Definition Debrief (4 of 4)
Topic B: Work Breakdown Structure Overview
Definition: Work Breakdown Structure
Concept: WBS (1 of 3)
Concept: WBS (2 of 3)
Concept: WBS (3 of 3)
Concept: Decomposition (1 of 4)
Concept: Decomposition (2 of 4)
Concept: Decomposition (3 of 4)
Concept: Decomposition (4 of 4)
Concept: Work Package
Self-Reflection: Why is the WBS Essential?
Self-Reflection: Why is the WBS Essential? Debrief
Topic C: Work Breakdown Structure Development
Concept: WBS Development Considerations
Concept: WBS Development
Concept: WBS Organizational Standard
Exercise 4.2 Develop a PM and BA Performance Baselines Project WBS
Exercise 4.2 Develop a PM and BA Performance Baselines Project WBS Worksheet
Exercise 4.2 Develop a PM and BA Performance Baselines Project WBS Debrief (1 of 2)
Exercise 4.2 Develop a PM and BA Performance Baselines Project WBS Debrief (2 of 2)
Topic D: Work Breakdown Structure Dictionary Development
Definition: WBS Dictionary
Concept: WBS Dictionary (1 of 4)
Concept: WBS Dictionary (2 of 4)
Concept: WBS Dictionary (3 of 4)
Concept: WBS Dictionary (4 of 4)
Exercise 4.3 WBS Dictionary for the PM and BA Performance Baselines Project
Exercise 4.3 WBS Dictionary for the PM and BA Performance Baselines Project Worksheet
Exercise 4.3 WBS Dictionary for the PM and BA Performance Baselines Project Debrief (1 of 3)
Exercise 4.3 WBS Dictionary for the PM and BA Performance Baselines Project Debrief (2 of 3)

Exercise 4.3 WBS Dictionary for the PM and BA Performance Baselines Project Debrief (3 of 3)
Chapter 4 Review (1 of 2)
Chapter 4 Review (2 of 2)

Chapter 5 – Monitoring and Controlling Scope and Requirements 51m
Monitoring and Controlling Scope and Requirements
Objectives
Topic A: Relating Requirements to Scope Baselines
Concept: Baselines
Concept: Requirements Baseline
Concept: Project Scope Baseline
Concept: Product Scope Baseline
Self-Reflection: Relating Requirements and Scope Baselines
Concept: Relating Requirements and Scope Baselines
Self-Reflection: Relating Requirements and Scope Baselines Debrief
Topic B: Monitoring Scope and Requirement Baselines
Concept: Monitoring via Configuration Management (1 of 2)
Concept: Monitoring via Configuration Management (2 of 2)
Self-Reflection: Monitoring via Configuration Management
Concept: Monitoring Scope and Requirements Baselines (1 of 6)
Concept: Monitoring Scope and Requirements Baselines (2 of 6)
Concept: Monitoring Scope and Requirements Baselines (3 of 6)
Concept: Monitoring Scope and Requirements Baselines (4 of 6)
Concept: Monitoring Scope and Requirements Baselines (5 of 6)
Concept: Monitoring Scope and Requirements Baselines (6 of 6)
Self-Reflection: Monitoring via Configuration Management Debrief
Topic C: Controlling Scope and Requirements Baselines
Concept: Controlling via Configuration Management (1 of 8)
Concept: Controlling via Configuration Management (2 of 8)
Concept: Controlling via Configuration Management (3 of 8)
Concept: Controlling via Configuration Management (4 of 8)
Concept: Controlling via Configuration Management (5 of 8)
Concept: Controlling via Configuration Management (6 of 8)
Concept: Controlling via Configuration Management (7 of 8)
Concept: Controlling via Configuration Management (8 of 8)
Concept: Controlling Scope and Requirements Baselines (1 of 7)
Concept: Controlling Scope and Requirements Baselines (2 of 7)
Concept: Controlling Scope and Requirements Baselines (3 of 7)
Concept: Controlling Scope and Requirements Baselines (4 of 7)
Concept: Controlling Scope and Requirements Baselines (5 of 7)
Concept: Controlling Scope and Requirements Baselines (6 of 7)
Concept: Controlling Scope and Requirements Baselines (7 of 7)
Exercise 5.1 Controlling Scope and Requirements Baselines (1 of 2)
Exercise 5.1 Controlling Scope and Requirements Baselines (2 of 2)
Exercise 5.1 Controlling Scope and Requirements Baselines Worksheet
Exercise 5.1 Controlling Scope and Requirements Baselines Debrief (1 of 3)
Exercise 5.1 Controlling Scope and Requirements Baselines Debrief (2 of 3)
Exercise 5.1 Controlling Scope and Requirements Baselines Debrief (3 of 3)
Chapter 5 Review (1 of 2)
Chapter 5 Review (2 of 2)

Chapter 6 – Verifying and Validating Scope and Requirements 59m

Verifying and Validating Scope and Requirements
Objectives
Topic A: Differentiating Verification from Validation
Definition: Verification
Concept: Verification (1 of 3)
Concept: Verification (2 of 3)
Concept: Verification (3 of 3)
Self-Reflection: Verification on Other Imposed Conditions
Self-Reflection: Verification on Other Imposed Conditions Debrief (1 of 2)
Self-Reflection: Verification on Other Imposed Conditions Debrief (2 of 2)
Definition: Validation
Concept: Validation
Concept: Validation
Topic B: Verifying Scope and Requirements
Concept: Verification Types
Concept: Adaptive Verification (1 of 6)
Concept: Adaptive Verification (2 of 6)
Concept: Adaptive Verification (3 of 6)
Concept: Adaptive Verification (4 of 6)
Concept: Adaptive Verification (5 of 6)
Concept: Adaptive Verification (6 of 6)
Concept: Definition of Done (1 of 2)
Concept: Definition of Done (2 of 2)
Exercise 6.1 INVEST for Scope and Requirements Verification
Exercise 6.1 INVEST for Scope and Requirements Verification Worksheet
Exercise 6.1 INVEST for Scope and Requirements Verification Debrief (1 of 2)
Exercise 6.1 INVEST for Scope and Requirements Verification Debrief (2 of 2)
Concept: Predictive Verification (1 of 3)
Concept: Predictive Verification (2 of 3)
Concept: Predictive Verification (3 of 3)
Self-Reflection: Scope and Requirements Inspection Checklist
Self-Reflection: Scope and Requirements Inspection Checklist Debrief (1 of 2)
Self-Reflection: Scope and Requirements Inspection Checklist Debrief (2 of 2)
Concept: Verified Scope and Requirements
Topic C: Validating Scope and Requirements
Concept: Validate Scope and Requirements
Self-Reflection: Scope and Requirements Validation Techniques
Self-Reflection: Scope and Requirements Validation Techniques Debrief
Concept: Scope and Requirements Validation Techniques (1 of 4)
Concept: Scope and Requirements Validation Techniques (2 of 4)
Concept: Scope and Requirements Validation Techniques (3 of 4)
Concept: Scope and Requirements Validation Techniques (4 of 4)
Concept: Validated Scope and Requirements
Exercise 6.2 Scope and Requirements Validation Techniques
Exercise 6.2 Scope and Requirements Validation Techniques Worksheet
Exercise 6.2 Scope and Requirements Validation Techniques Debrief (1 of 3)
Exercise 6.2 Scope and Requirements Validation Techniques Debrief (2 of 3)
Exercise 6.2 Scope and Requirements Validation Techniques Debrief (3 of 3)
Chapter 6 Review (1 of 2)

Chapter 6 Review (2 of 2)
Scope and Requirements Management Summary
Course Overview
Definitions: Product Scope and Project Scope
Definition: Requirements Documentation
Definition: Traceability
Concept: Scope Management Planning
Concept: Requirements Management Planning
Scope and Requirements Management Planning
Concept: Requirements Analysis
Concept: Scope Baseline
Concept: Relating Requirements and Scope Baselines
Concept: Monitoring Scope and Requirements Baselines
Concept: Controlling via Configuration Management
Concept: Controlling Scope and Requirements Baselines
Definition: Verification
Concept: Verification Types
Concept: Verified Scope and Requirements
Definition: Validation
Concept: Validated Scope and Requirements
Scope and Requirements Management Summary

Total Duration: 5h 2m