

Sample Project Scope Document Cheat Sheet

by [deleted] via cheatography.com/2754/cs/12152/

Introduction

Here's an example of a simplified project scope document, which lays out the parameters of an integration project.

Credit: http://www.plantengineering.com/single-article/manage-expectations-for-a-project-scope/2b81c11f8d882b618f69e154b31440-17.html

1. Scope of Work

XYZ Company manufactures compressors for the HVACR industry. XYZ currently manufactures two models of compressors and is now seeking to integrate a third model into the existing supervisory control and data acquisition (SCADA) system.

1.1. Definition

This scope of work will provide definition of the project objectives and requirements. XYZ will provide a formal functional description of the coordinated operation of the production machines, which will include the sequence of operation for the new compressor model with data descriptions data types, addresses, and expected data state/value exchange descriptions for the process controllers interface to the SCADA system. The functional description and sequence of operation will be the controlling documents for the development, integration, and testing of the functions to support the new compressor model in the SCADA system..

1.2. Development

The SCADA programming will encompass the following items:

- Modify the existing SCADA HMI Application to perform the blue print operations on machines; 1-02, 1-14 and 1-10.
- Develop SCADA tags and screens (maximum of 6 including popups) for the new model.
- Develop the required SCADA scripts to automate the steps in the process.
- Integrate communication between the process controllers and SCADA system to comply with the functional description, sequence of operations and data definitions as described.
- Integrate linear gage communication for the new model.
- Integrate Serial Numbering logic for the new model.
- Develop MS SQL Server tables in the existing database for storage of the new model's blue print dimensions and process tool requirements.
- Configure the SCADA application to push the data to the MS SQL Server database.
- Update the Assembly Line Architecture Document to include the new model.

Project Scope



1.3. Documented testing and training

Verification of proper functionality will be coordinated with XYZ, with the functional description and sequence of operation providing the testing and acceptance criteria.

Offsite preliminary testing will include remotely loading the updated software and will require XYZ personnel to provide support during the remote testing. Remote access to the XYZ system will be via a secure VPN connection to the XYZ network. XYZ must host the VPN connection.

