

Software Project Management

Suphitcha Chanrueang



Chapter 3: Project Initiation and Scope Definition

Suphitcha Chanrueang



Nakhon Pathom Rajabhat University



Learning Objectives

- Understand how a project is formally initiated
- Identify key documents used in the initiation phase
- Explain the meaning and importance of project scope
- Define project scope clearly to avoid misunderstandings





What is Project Initiation

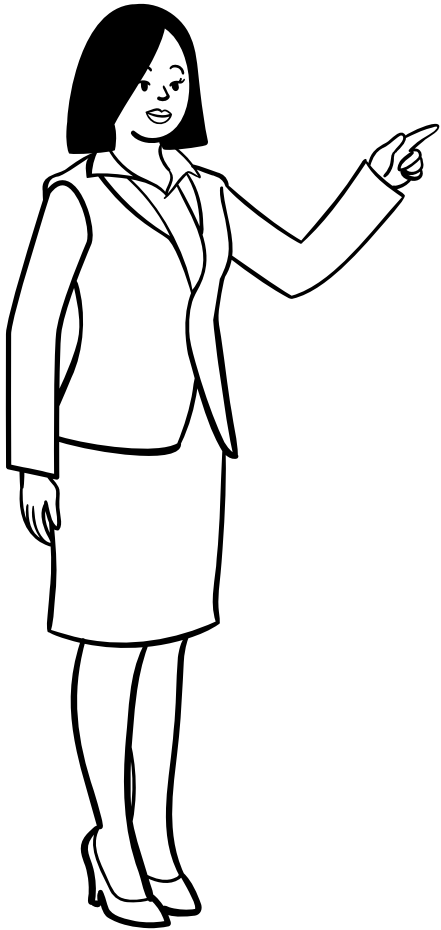
- Project initiation is the first formal phase of a project
- It determines whether the project should begin or not
- This phase answers the question: “Why are we doing this project?”

Example: Deciding whether to build a new university mobile app





Key Activities in Project Initiation



- Identify business problems or opportunities.
- Define high-level objectives.
- Identify stakeholders.
- Assign a project manager.
- Obtain authorization to proceed.



Stakeholder Identification

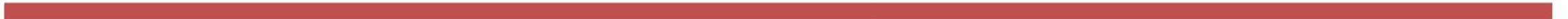
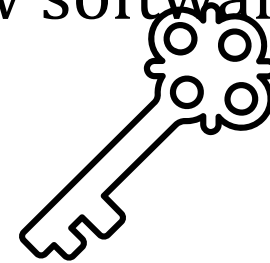
- Stakeholders are people or groups affected by the project.
- They can influence project success or failure.
- Examples include sponsors, users, and developers





Feasibility Study

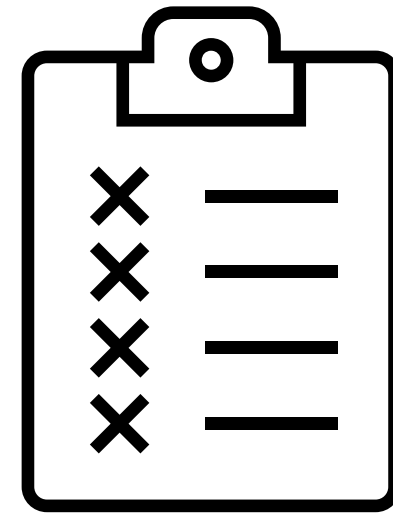
- Evaluates whether the project is practical.
- Includes technical, financial, and operational feasibility.
- Example: Checking if systems support the new software.





Business Case

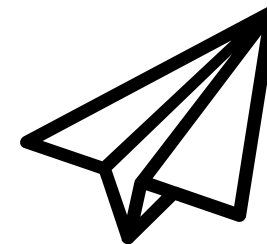
- Explains why the project is worth doing.
- Describes benefits, costs, and risks.
- Used for management decision-making.





Project Charter

- A formal authorization document.
- Officially starts the project.
- Gives authority to the project manager.



Project Charter Contents

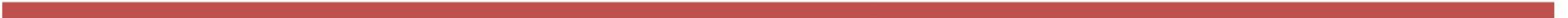
- Objectives and justification.
- High-level scope.
- Key stakeholders.
- Assigned project manager.
- Major risks and assumptions.





Introduction to Project Scope

- Defines what is included and excluded.
- Sets project boundaries.
- Helps control time, cost, and quality





Importance of Scope Definition

- Prevents misunderstandings.
- Reduces uncontrolled changes.
- Supports realistic planning.





Scope Statement

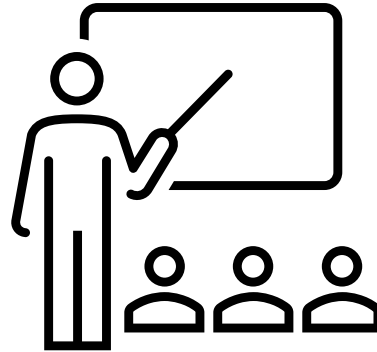
- Describes project deliverables in detail.
- Explains what the project will produce.





Scope Statement Components

- Objectives.
- Deliverables.
- Requirements.
- Constraints.
- Assumptions





Work Breakdown Structure (WBS)

- Breaks project into smaller tasks.
- Helps with task management and estimation.

Example: Develop system → Design UI → Create login page





Scope Creep

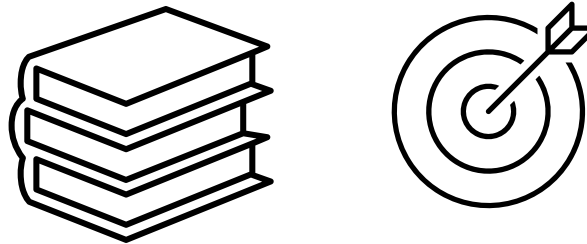
- Uncontrolled expansion of scope.
- Often caused by unclear requirements.
- Leads to delays and budget overruns.





Scope Control

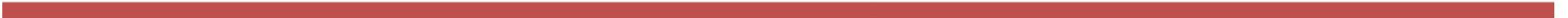
- Manages changes to scope.
- Requires formal change requests.
- Evaluates impact on project constraints.





Summary

- Initiation defines why a project starts.
- Scope defines what will be delivered.
- Clear scope improves project success.





Review Exercise

1. What is project initiation?
 2. Why is a Project Charter important?
 3. What does project scope define?
 4. What is a Scope Statement?
 5. How does WBS help manage a project?
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