**PROJECT SCOPE STATEMENT**

Written by:

Date:

Position Held:

**PROJECT OBJECTIVE**

The objective of a project is to deliver the product according to the expectations of the customer. The goal of the project is to deliver the stock of backpack on June 15, 2016 (Billet, 2011). The first delivery of backpacks is dependent on the management of refrigeration and radio module, so the goal is to mitigate the risks of delays.

**DELIVERABLES**

* Bag model of the refrigerated backpack.
* Cordura fabric 2 yards for each bag.
* Ripstop nylon fabric (2 yards).
* Seatbelt webbing of 1 yard per bag.
* Volara foam (5 yards).
* Zippers and D-rings.
* Aluminium buckles.
* Binding tape webbing.
* 100 unit pouches of the backpack.

**MILESTONES**

Project milestones are as follows;

* Designing the product by October 15, 2015.
* Establishment of the refrigeration module by December 16, 2015.
* Development of the radio module by March 15, 2016.
* Development of project software by May 14, 2016.
* Integration of the modules by July 16, 2016.
* The initial testing product on August 15, 2016.
* Testing the final product by September 16, 2016.

**PROJECT RISKS**

* Delays in the supply of materials by suppliers. Delays in raw materials will affect the manufacturing process and deadlines.
* The inability of the project team to complete the project on time.
* Difficulties in handling the increased demand for stocks.

**TECHNICAL REQUIREMENTS**

* Powerful computer and setup for the establishment of a microcontroller program for the manufacturing of backpacks.
* Electrical workbench for the development of radio and refrigeration modules and their integration by the engineering team.

**LIMITS AND EXCLUSIONS**

It includes financial constraints that limit the scope and timely production. The project is limited to the method of refrigeration relying on the internal solar power battery. The project is solely dependent on the refrigeration manufacturing method.

**CUSTOMER REVIEW**

Customers review is taken on the following

* Design of the backpack.
* Test review of the refrigerationmodule.
* Test review of integration.
* Test review of the prototype product.
* Review of the final product.

Part II

Analysis of the unexpected events

The unexpected events faced by the project in week two include delays in payment, unavailability of material patterns for the backpack and increased demand for backpacks. When the customer informs that the payment of the first milestone will be delayed by three months the team will need to manage resources. To minimize unexpected delays the team will need strategic scheduling. The appropriate course of action would be to incorporate the identified dependencies and benchmarks. Through effective communications, the team can manage customers expectations and conflicts. Strong relationships of the project manager with the customer will help in resolving the issue. It is crucial to mitigate the damages caused by the delay in payments. The unavailability of the material backpack pattern affects the production process. A possible course of action is gathering of right resources. Identifying alternatives also provide adequate solutions such as the extension of the project deadlines, modification of deliverables, retaining additional resources and altering project scope. Flexibility and scalability are possible courses of actions taken for managing increased demand for backpacks. Negotiations will allow the project manager to get some extension for the creation of initial delivery stock (Grandin, 2011).

The unexpected risks of week five depict that engineering team discovers that the refrigerated module is large for the production of backpacks. An effective course of action is to find an alternative method of producing backpacks in a shorter time. Alternative methods such as recycling will allow the engineering team to enhance the manufacturing efficiency. The subcontractor assigned for building the radio module for backpack shuts down depicting the need for taking appropriate actions. The project will find a new and reliable subcontractor who takes the responsibility of building radio module.

References

Billet, K. L. (2011). *Recruitment and selection tools: What to use when*. Retrieved 2017 йил 17-May from https://herbusiness.com/blog/recruitment-and-selection-tools-what-to-use-when/

Grandin, M. (2011). *The Simple-Basic Backpack.* The University of Michigan.