**PROJECT SCOPE STATEMENT**

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| **Project Title:** |  | **Date Prepared::** |  |
| **[Product Scope Description](#Project_Deliverables" \o "Document the characteristics of the product, service or result. The information should be progressively elaborated from the project description in the project charter and the requirements in the requirements documentation.)** |
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| **[Project Deliverables](#Project_Deliverables" \o "Identify any unique and verifiable product, result, or capability to perform a service that must be produced to complete a process, phase, or project. Deliverables include project management reports and documentation.)** |
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| **[Project Acceptance Criteria](#Project_Acceptance_Criteria" \o "Document the criteria that need to be met in order for a stakeholder to ac-cept a deliverable. Acceptance criteria can be developed for the entire project or for each component of the project.)** |
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| **[Project Exclusions](#Project_Exclusions" \o "Clearly define what is considered out of scope for the project.)** |
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| **[Project Constraints](#Project_Constraints" \o "Constraints are limitations. Constraints that can impact the project include a fixed budget, hard deliverable due dates, or specific technology.)** |
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| **[Project Assumptions](#Project_Assumptions" \o "Document those assumptions about deliverables, resources, estimates, and any other aspect of the project that the team holds to be true, real, or certain, but have not validated.)** |
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