**WBS DICTIONARY**

|  |  |  |  |
| --- | --- | --- | --- |
| **Project Title:** |  | **Date Prepared:** |  |

|  |  |
| --- | --- |
| **[Work Package Name:](#Work_Package_Name" \o "Enter a brief description of the work package deliverable from the WBS.)**  | **[Code of Account:](#Code_of_Account" \o "Enter the code of account from the WBS.)**  |
| **Description of Work:** | **Assumptions and Constraints:** |
| **[Milestones:](#Milestones" \o "List any milestones associated with the work package.)** **1.****2.****3.** | **[Due Dates:](#Due_Dates" \o "List the due dates for milestones associated with the work package.)**  |
| **[ID](#ID" \o "Enter a unique activity identifier, usually an extension of the WBS code of accounts.)** | **[Activity](#Activity" \o "Describe the activity from the activity list or the schedule.)** | **[Resource](#Resource" \o "Identify the resources, usually from the resource requirements.)** | **Labor** | **Material** | **[Total Cost](#Total_Cost" \o "Sum the labor, materials, and any other costs associated with the work package.)** |
|  |  |  | **[Hours](#Hours" \o "Enter the total effort required.)** | **[Rate](#Rate" \o "Enter the labor rate, usually from cost estimates.)** | **[Total](#Total" \o "Multiply the effort hours times the labor rate.)** | **[Units](#Units" \o "Enter the amount of material required.)** | **[Cost](#Cost" \o "Enter the material cost, usually from cost estimates.)** | [**Total**](#Total) |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **[Quality Requirements:](#Quality_Requirements" \o "Document any quality requirements or metrics associated with the work package.)**  |
| **[Acceptance Criteria:](#Acceptance_Criteria" \o "Describe the acceptance criteria for the deliverable.)**  |
| **[Technical Information:](#Technical_Information" \o "Describe or reference any technical requirements or documentation needed to complete the work package.)**  |
| **[Agreement Information:](#Agreement_Information" \o "Reference any contracts or other agreements that impact the work pack-age.)**  |