

Inspection

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### **Validate Scope**

Scope Verification is the process by which the project manager gets the formalized acceptance of the completed project deliverables. The scope of the project in its inherent sense is the work that must be done to meet the required targets. But whether the work has successfully been done or not can only be measured by comparing the generated targets of the project with the required targets. (PMI, 2013) Nevertheless, scope verification is obtaining the stakeholders formal acceptance by commonly reviewing the deliverables to ensure that each is completed satisfactorily.

In a global setting theoretically, you could have a deliverable that's not correct and doesn't pass quality control but might be accepted by the customer. The customer might waive a requirement or say the deliverable is good enough or perhaps it isn't correct because you over-delivered. In all these situations, the deliverable is not correct, but it would be accepted.

When taking over a failing project I would start an inspection includes activities such as measuring, examining, and testing undertaken to determine whether results conform to requirements. Inspections are variously called reviews, product reviews, audits, and walk-throughs; in some application areas, these different terms have narrow and specific meanings. Documentation that the client or sponsor has accepted the product of the project or phase must be prepared and distributed. Such acceptance may be conditional, especially at the end of a phase.

The techniques used for the verification process are fairly straightforward and involves a step-by-step review of both the WBS and the scope statement. It's good practice to use a numbering convention for both the scope statement and the WBS, and while it's pretty much standard practice for the WBS it doesn't always happen in the scope statement. If you can encourage your organization to adopt a numbering convention for scope, it makes verification

easier. I always start with the scope statement itself and will take each section of the scope and identify the elements of the WBS that specifically address that scope item.

### References

Larson, E. & Gray, C. (2014). *Project Management: The Managerial Process* (6th ed.). New York, NY. McGraw Hill Education.

Project Management Institute (PMI). (2004). *A guide to the project management body of knowledge (PMBOK guide)*. Newtown Square, Pa: Project Management Institute.