1. The approach for collecting requirements for the project described in the Running Case is the formation of a requirements traceability matrix. This includes the following:

|  |  |
| --- | --- |
| Requirement | Details |
| Budget | Working capital, Long term capital |
| Labor requirements | At different levels |
| Time and schedule | Work breakdown structure |
| Scope of the project | Strategic objective |
| Material | Material requirements |

2.

Scope Statement

|  |
| --- |
| Project Title: Running case  Date: Prepared by: |
| Project Justification:  Required to implement the Recreation and Wellness Intranet Project |
| Product Characteristics and Requirements:   1. Technology based 2. Capital intensive 3. Long term and strategic benefits 4. Short deadlines |
| Summary of Project Deliverables  Project management-related deliverables: business case, charter, team contract, scope statement, WBS, schedule, cost baseline, status reports, final project presentation, final project report, lessons-learned report, and any other documents required to manage the project.  Product-related deliverables: research reports, design documents, software code, hardware, etc.   1. Project plan and scope statement 2. Design of the software 3. WBS and schedule 4. Budget and cost baseline |
| Project Success Criteria:  1. Completion on time and within budget  2. Improved intranet facilities in Recreation and Wellness Intranet Projects |

3.

[](https://www.google.co.in/url?sa=i&rct=j&q=&esrc=s&frm=1&source=images&cd=&cad=rja&docid=UN17Oo0KDxmo9M&tbnid=UpOZ2N31rwm4tM:&ved=0CAUQjRw&url=https://intranet.eleceng.adelaide.edu.au/personal/dabbott/wiki/index.php/Stage_Two_Progress_Report_2011:_Who_wrote_the_Letter_to_the_Hebrews?&ei=KH7yUaqpPIe4rgfz6oDQBg&bvm=bv.49784469,d.bmk&psig=AFQjCNFMh1FqpWa7qYKGF4RLiPGuMcYrlg&ust=1374932877441707)

4.



