Planning - Discussion of Scope

• What is the purpose of this recommendation?
  o Teams should take time to discuss the scope of their projects during the planning phase. Doing this will help teams understand what aspects of their projects can realistically be completed within 22 weeks. Tasks that appear to be over scoped should be noted, and planed for appropriately. Optimal criteria more likely to be completed:
    §Advance Budget Analysis
    §Time to plan, scheme, and imagine
    §What is the problem really about
    §What avenues are open for creative design
    §What characteristics or properties should the design encompass
    §What characteristics or properties should the design not have
    §What aspects of the design can and should be quantified now

• Where did this recommendation come from?
  o Our in depth analysis (MSD I Project Planning – Optimal Criteria) has shown that only one team (P07006 – Upper Extremity Exerciser I) discussed the scope of their project.

• How can this recommendation be implemented?
  o Require teams to document a discussion of the scope of their project, as a portion of the planning grade on the rubric.

• What is the time-frame and manpower required to implement this recommendation?
  o Less than one hour to edit the rubric.

• What projects will this benefit the most?
  o All project types will benefit from a discussion of scope.

• What are the Pros and Cons of this recommendation?
  o Pros
Teams will have an opportunity to state their opinion on the workload given to them. In certain situations, guides may be able to provide insight about different methods a team can use to complete an “over scoped” task. In other cases, a guide may re-define the scope of a project to better fit that team's resources.

- Cons

Many teams will complain that they do not have enough time to spend on additional planning activities.

- What are the risks associated with this recommendation?

  1. Spending time discussing the scope and documenting it will take time away from other planning activities.

  2. Teams could complain about their entire project being over scoped, then sit around and do nothing.

- How are these risks to be mitigated?

  1. Ideally, teams would discuss scope on the first day of MSD I. Since the workload is typically light on the first day, discussing the scope should not significantly impact the time allotted for other planning activities.

  2. The likelihood of an entire project being over scoped is very low. As such a guide should easily be able to explain methods that could possibly be used to complete portions of the project within the provided time frame and resources.