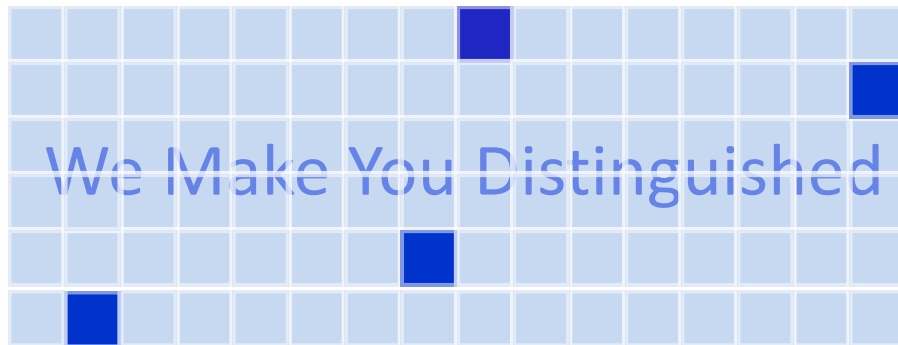




Project management Document Walk-through

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Project Scope Statement - Sample

Project Name	Online Ordering System improvement - IT Project	Client Name	atyourdoor.com
Project Manager	Mathew	Project Location	Pune-India
Start Date	12-Jan-2020	End date	31-Jul-2020
Document updated On	27-Jan-2020	Version No.	V0.1
Version History			
Version Number	Date	Brief of updates (section name and reference of updates)	
V0.1	27-Jan-2020	Draft prepared based on inputs	

1. Project title and Scope Description

Online Ordering System improvement - IT Project

Two quarters it has been observed that our customers longer to place the order using our online ordering system to place the order however it is taking less time through our competitor's online ordering system.

This project is to identify the potential causes of this problem and to propose a viable solution. Development and implementation of the solution will be planned subsequent phases.

Attached to this document are the detailed specifications for the existing system along with the requirements the existing system was designed to meet. It is expected that this project will not change the existing system but rather make a recommendation for improving it.

Customer relationship team has identified some record which will help the project team analyze the issue. The quality control department has detailed record of their findings, which will contribute to the analysis work on this project.

The project includes utilizing the data available from customer relationship department

2. High level product description/Key deliverables-



Deliverables will include:

1. Detailed customer ordering flow
2. Analysis of the time it takes to complete each step of the ordering process
3. Recommended changes
4. Estimated time and cost of the proposed change

It may be a report that outlined what can be the changes, how much it will cost, the expected decrease in the time it will take to place an order, and what work will need to be done to implement the solution

3. High level assumption

The existing requirement for the current system (aside from those relating to the speed of the order entry) are sufficient and correct for an online ordering system that is four times faster than the current system.

- *The current network will be able to support the program changes.*
- *No new hardware will be required*

4. The key acceptance criteria

Reducing the time customer spend placing orders to 50% of the current time.

The project deliverables must be completed by 1st July 2020.

The findings contained in the report must be agreed to by the representative of quality control customer Services and marketing, in addition to the project team.

5. Out of Scope

Development and implementation of the solution will be planned subsequent phases.

Project sponsors authorizing this project -----



For any queries, send an email on

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