信管网资料

信息系统项目管理师项目范围管理（中英文对照）知识

Project Scope Management includes the processes required to ensure that the project includes all the work required, and only the work required, to complete the project successfully. It is primarily concerned with defining and controlling what is or is not included in the project. Figure 5-1 provides an overview of the major project scope management processes:

项目范围管理包括确保项目成功完成所必需的所有且是仅仅需要工作。它主要关心定义和控制什么包括或什么不包括在项目中。图 5-1 是项目范围管理过程的概览：

5.1 Initiation—commiting the organization to begin the next phase of the project.

立项－证实组织开始项目的下个阶段。

5.2 Scope Planning—developing a written scope statement as basis for future project decisions.

范围计划编制－制定范围说明，作为未来项目决策的基础。

5.3 Scope Definition—subdividing the major project deliverables into smaller, more manageable components.

范围定义－将主要的项目可交付成果分成小的、容易管理的部分。

5.4 Scope Verification—formalizing acceptance of the project scope.

范围核实－正式接受项目范围。

5.5 Scope Change Control—controlling changes to project scope.
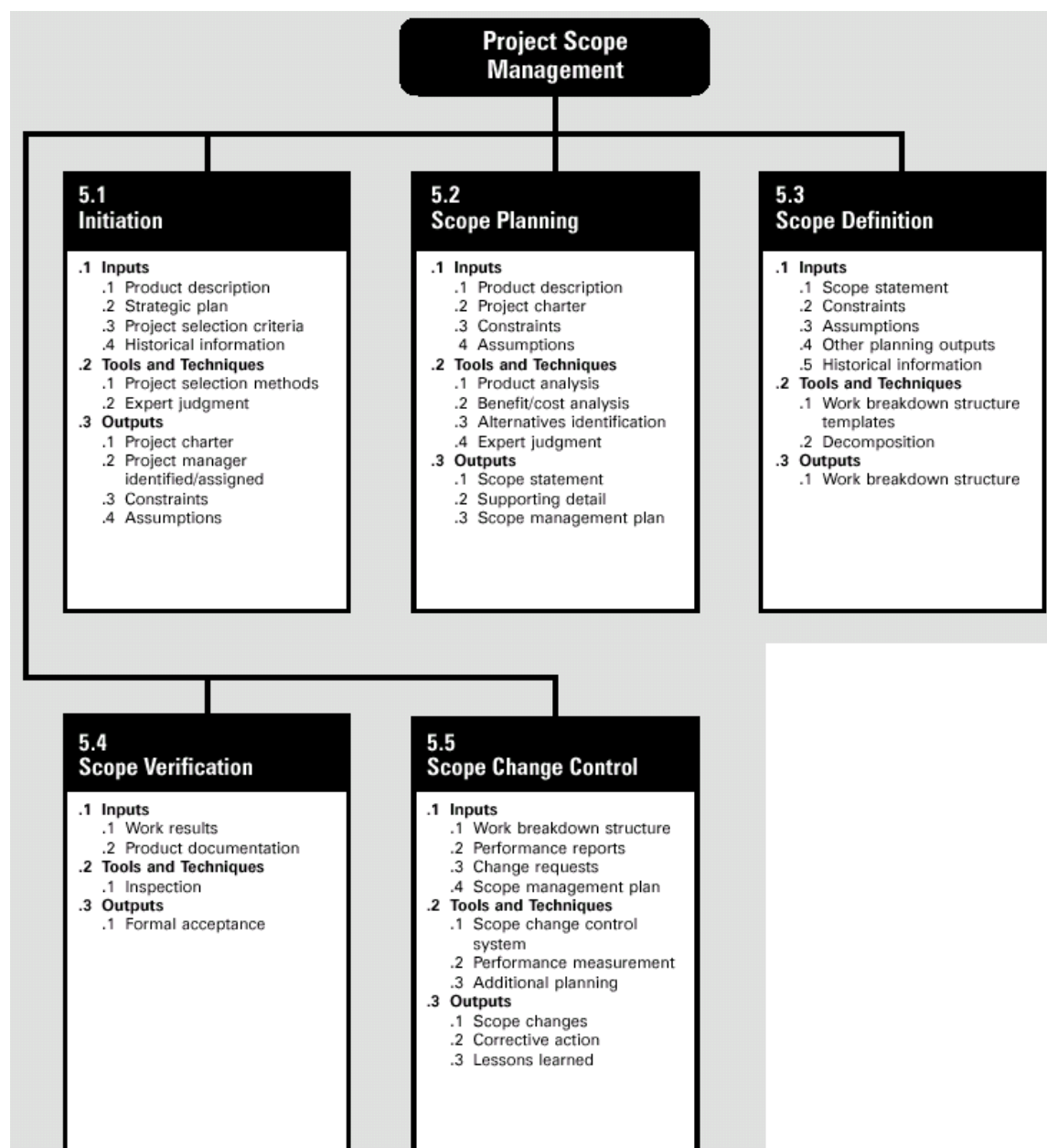
范围变更控制－控制项目范围的变更。

相关图片如下

Figure 5-1 Project Scope Management Overview

These processes interact with each other and with the processes in the other knowledge areas as well. Each process may involve effort from one or more individuals or groups of individuals based on the needs of the project. Each process generally occurs at least once in every project phase.

这些过程相互之间以及同其它知识领域的过程交互作用。每个过程包含了基于项目需求的个人或集体的努力。每个过程在每个项目阶段一般至少发生一次。

Although the processes are presented here as discrete elements with well-defined interfaces, in practice they may overlap and interact in ways not detailed here. Process interactions are discussed in detail in Chapter 3.

尽管这里描述的过程有定义很好的接口，并且是独立、离散的要素，实际上它们以这里未描述的方式重叠和交互作用。第 3 章中详细讨论过程的交互作用。

In the project context, the term "scope" may refer to:

在项目概念中，术语"范围"是指：

- Product scope—the features and fuctions that are to be included in a product or service.

产品范围－产品或服务中包含的特征和功能。

- Project scope-the work that must be done in order to deliver a product with the specified features and functions.

项目范围－为了交付具有特定特征和功能的产品所必须做的工作。

The processes, tools and techniques used to manage project scope are the focus of this chapter. The processes, tools and techniques used to manage product scope vary by application area and are usually defined as part of the project life cycle (the project life cycle is discussed in Section 2.1).
用于管理项目范围的过程、工具和技术是本章的焦点。用于管理产品范围的过程、工具和技术随应用领域的变化而变化，并常定义为项目寿命期（见 2.1 节）的一部分。

A project consists of a single product, but that product may include subsidiary elements, each with their own separate but interdependent product scope. For example, a new telephone system would generally include four subsidiary elements—hardware, software, training and implementation.
项目包括单一的产品，但是产品可能包括辅助要素，每个有自己单独的但相互依赖的产品范围。例如，一个新的电话系统通常包括四个辅助要素－硬件、软件、培训和实施。

Completion of the product scope is measured against the requirements while completion of the project scope is measured against the plan. Both types of scope management must be well integrated to ensure that the work of the project will result in delivery of the specified product.
产品范围的完成以需求来衡量而项目范围的完成则是计划。两种类型的范围管理必须很好结合，确保项目工作可以得到特定产品这个交付成果。