Husky Air, Taking Off Scope Management Plan

The focus of this project is to identify and implement ways to improve Husky Air Pilot Angel's (HAPA) service in terms of efficiency and effectiveness. HAPA is a division of Husky Air that offers transportation for those who have health care needs that require them to travel to receive diagnostic or treatment services. This system can also cover Husky Air's business charter services as it will be able to log all information about pilots, aircrafts, passengers, and much more information. Husky Air is looking for better ways to keep track of their information by using a computer based system for HAPA, but it will have the capability to cover more than its original suggested scope. Husky Air can capitalize on this opportunity if its operations are streamlined.
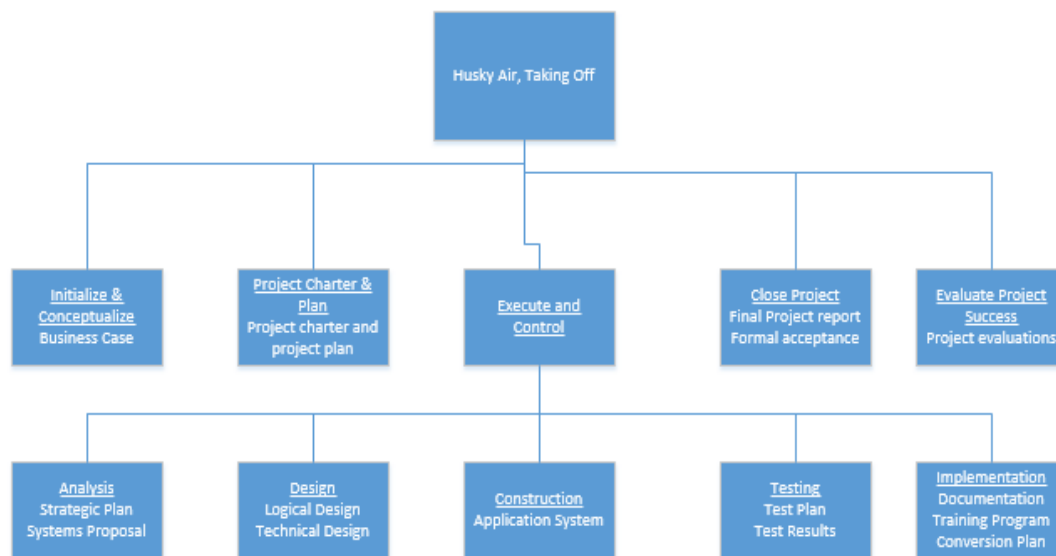
MOV

To implement a software system that will help improve the operations of

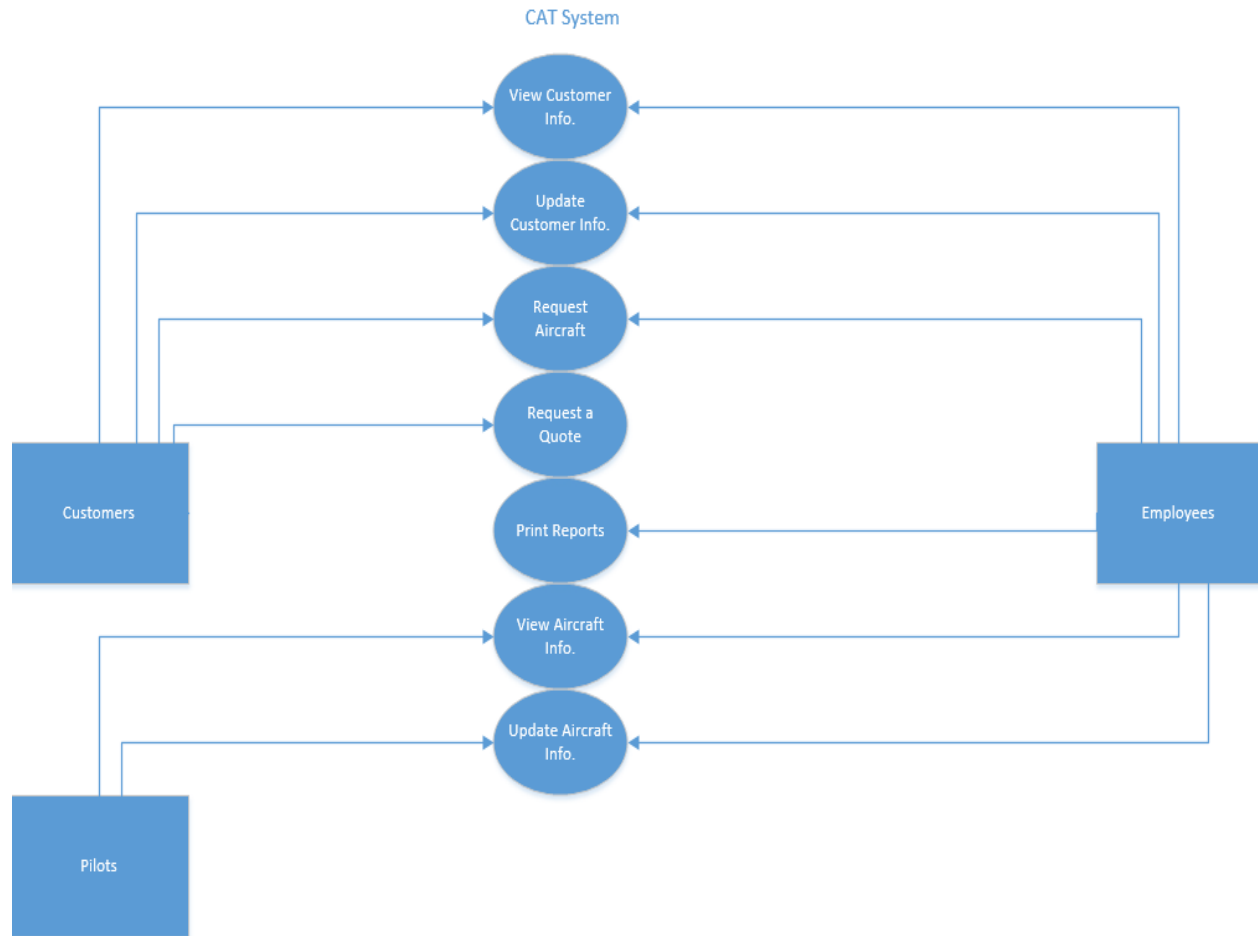- Charter Cost Analysis
- Charter Booking
- Pilot Assignment

and hence create a 10% increase in revenue over one year.

Deliverable Structure Chart (DSC)

Use Case Diagram (UCD)

CAT System

- View Customer Info.
- Update Customer Info.
- Request Aircraft
- Request a Quote
- Print Reports
- View Aircraft Info.
- Update Aircraft Info.

Customers

Employees

Pilots

Deliverable Definition Table

Deliverable	Structure	Standards	Approval Needed by	Resources Required
Business Case	Document	As defined in the project methodology	Project Sponsor	Business Case Team
Project Charter and Project Plan	Document	As defined in the project methodology	Project Sponsor	Project Manager, Project Sponsor
Stakeholder Analysis	Document	As defined in the project methodology	Project Manager	Project Sponsors, Project Manager
Work Breakdown Structure	Document	As defined in the project methodology	Project Manager	Project Manager
Project Schedule and Budget	Document	As defined in the project methodology	Project Sponsor	Project Manager, Project Sponsors
Risk Management Plan	Document	As defined in the project methodology	Project Manager	Project Manager, Project Sponsor
Requirements Definition	Document	As defined in the project methodology	Project Manager	Project Manager, Systems Analyst, Users
User Interface	Prototype	As defined in the user interface guidelines	Project Sponsor	Systems Analyst, Programmer, Users
Physical and Technical Design	Document	As defined in the project methodology	Project manager and project sponsor	Systems analyst, programmer
Application System	Files and Database	As defined in the project methodology	Project Sponsor	Programmers, Systems Analyst, Project Manager, Program development tools

Testing Plan	Document	As defined in the project methodology	Project Manager	Systems analysts
Testing Results	Document	As defined in the project methodology	Project Manager	Systems analysts
Final Report and Presentation	Document	As defined in the project methodology	Project Sponsor	Project sponsor, project manager

Scope Definition

The Deliverable Structure Chart shows the various deliverables at the various stages of the project. Any additional deliverable required by Husky Air and not listed in the chart is out of scope of this project. Exception to this would be items that are mutually considered beneficial to the MOV. These expectations would require redefinition of the project scope and any other impacted areas of the project.

Scope Verification

All the functions described in the use case diagram satisfy all the requirements of the MOV. An application with these functions would ensure that the MOV goals are achieved.

The various deliverables listed in the DSC are sufficient to monitor and control the project through the development stages. Additionally, a time schedule will ensure timely completion of the project.

Milestones

In the DSC, we have listed all of the important phases of our project. It's important for each phase to be met to proceed to the next one, and corrective action should be taken by management.

Scope Change Process

When a change to the scope of the project needs to be changed, the person making the change will have to turn in a formal request. The request will be review by the project sponsor and will decide if the changes will be approved. The request should include the possible benefit that the changes will make. Also, when making the changes the budget and schedule should be taken into account. The budget and schedule of the project will determine whether or not Husky Air will approve the change.

Scope Change Request Form

Requestor Name: _____   Request Date: _____

Request Title: _____   Request Number: _____

Request Description:

Justification:

Possible Alternatives:

Impacts	Alternative I	Alternative II	Alternative III
Scope			
Schedule			
Budget			
Resources Required			

Recommendation:

Authorized by:

Date:

All changes requested should be logged for future reference. The log will be a means to monitor the quality of work being performed. Numerous change requests would indicate a problem with the original scope definition. The following is the format of the log to track the scope changes.

Scope Change Request Log:

Notation:
L stands for low priority
M stands for medium priority
H stands for high priority

Request Number	Request Title	Date of Request	Requestor	Priority (L, M, H)	Authority to approve request	Expected Response Time	Scope Change Approved? (Yes or No?)

Conclusion

With this document, we have defined a scope of the project including the various deliverables and the functions of the application to be developed. This will serve as a guide to what the expectations of the product are and the various steps in the project needed to meet those expectations.