



Version 6.1 Updated for the 2021  
Project Management Professional (PMP)<sup>®</sup> Exam



## **Crosswind Success Series: PMP<sup>®</sup> Exam Bootcamp Manual**

**[www.crosswindpm.com](http://www.crosswindpm.com)**

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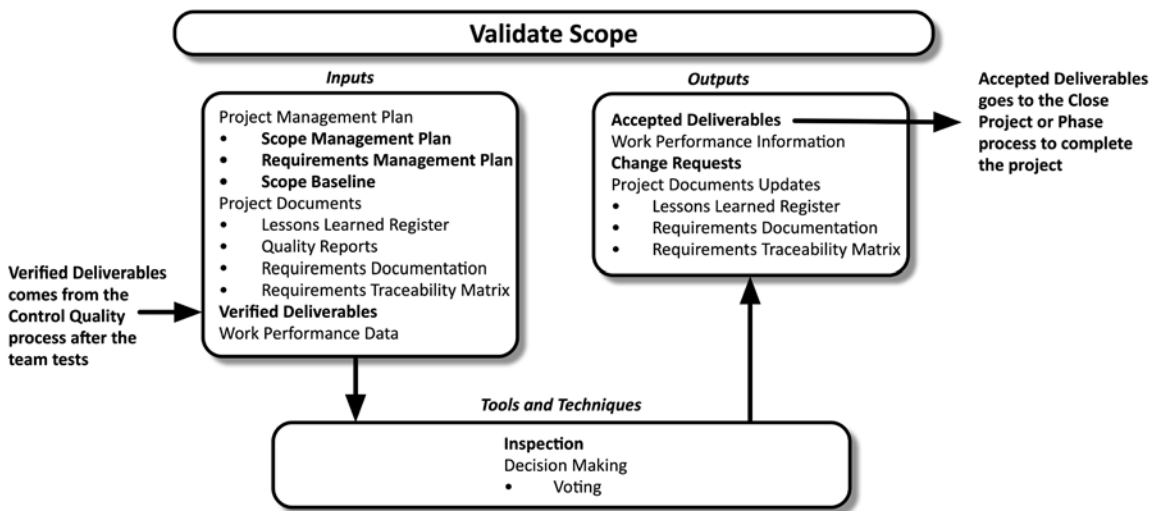
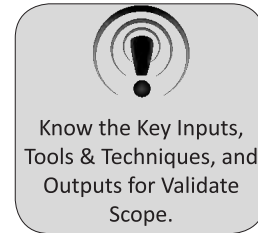
Version 6.1 aligned with the Project Management Institute, *A Guide to the Project Management Body of Knowledge, (PMBOK<sup>®</sup> Guide)* - Sixth Edition, Project Management Institute Inc., 2017

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## 10.5. Validate Scope (Monitoring and Controlling Process Group)

The main goal of Validate Scope is to **secure sign-off (formal acceptance)** of the project scope at logical intervals during the process (each milestone, each deliverable, or each phase depending upon the nature of the project) and/or when the entire work of the project is completed. Think of Validate Scope as accepting deliverables and remember the phrase, **“validate early and validate often.”**

For a predictive project, such as a **traditional project**, Validate Scope is executed with **each deliverable** or phase review. For an **adaptive project**, such as an Agile project, Validate Scope is repeated for **each iteration**.



**Figure 10-8: Validate Scope Data Flow Diagram**

The source for the above figure is the Project Management Institute, *A Guide to the Project Management Body of Knowledge, (PMBOK® Guide)* – Sixth Edition, Project Management Institute Inc., 2017, Figure 5-15, Page 163

Validate Scope (Monitoring and Controlling)		
Key Inputs	Scope Management Plan	The scope management plan is a component of the project management plan that details the delineation, evolution, monitoring, controlling, and validation of scope.
	Requirements Management Plan	The requirements management plan is a component of the project management plan that details the validation of project requirements.

Validate Scope (Continued)		
<b>Key Inputs (Cont.)</b>	Scope Baseline	The scope baseline is the authorized version of the scope statement, WBS (to the level of work package with individual identification codes), and WBS dictionary. The scope baseline is subject to change control and is compared to actual results to ascertain if any changes, corrective actions, or precautionary actions are required.
	Verified Deliverables	Verified deliverables are deliverables that have been concluded and checked for accuracy through the quality control process.
<b>Tools and Techniques</b>	Inspection	An inspection is performed to measure, examine, and validate that the work and deliverables fulfill requirements and product acceptance criteria as documented.
<b>Key Outputs</b>	Accepted Deliverables	Accepted deliverables are deliverables that have fulfilled acceptance criteria and have received formal sign-off from the sponsor or customer.
	Change Requests	Change requests are requests for modification that have not yet been approved through the formal change control process. A deliverable that has failed to fulfill its acceptance criteria may require a change request to meet those criteria.

#### Situational Question and Real World Application

Failure to effectively perform the Validate Scope process can result in difficulty or failure to obtain formal sign-off for deliverables or the project.

The source for the above text is the Project Management Institute, *A Guide to the Project Management Body of Knowledge, (PMBOK® Guide)* – Sixth Edition, Project Management Institute Inc., 2017, Pages 163-167

## 10.6. Control Scope (Monitoring and Controlling Process Group)

Control Scope addresses, through the Perform Integrated Change Control process, scope change requests and recommended remedial/corrective actions. The process also addresses the management of approved changes.

For a predictive project, such as a traditional project, Control Scope is executed on an ongoing basis. For an adaptive project, such as an Agile project, Control Scope is repeated for each iteration.



Know the Key Inputs, Tools & Techniques, and Outputs for Control Scope.