**Scope Management Plan Template**

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| Project name: |  |
| Prepared by: |  |
| Date: |  |

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| How will the project scope be managed and monitored? |  |
| How will the Work Breakdown Structure (WBS) be generated from the project scope statement? |  |
| How will the WBS be maintained and approved? |  |
| What is the expected stability of the scope of this project? (how likely is it to change, how frequently, and by how much): |  |
| How will scope changes be identified and classified? |  |
| Describe how changes in project scope will be integrated into the project. |  |
| How will formal acceptance of the completed project deliverables will be obtained? |  |