

# Don't let scope creep derail your projects!

A project begins on the right track with a set of clearly-defined parameters -- but what happens when those original expectations start to change? What if clients want additional work that goes beyond the agreed-upon project scope?



Personification

## ① DEFINE:

This phenomenon known as **scope creep** often catches project managers off guard, and ultimately pushes projects past their initial framework, sometimes to the point of failure.

## ② Let's be frank: projects fail all the time!

Only 29% of projects are **successful** (on-time, on-budget, completed as planned); 19% of projects **fail** outright.



44% of projects experience scope creep!

## ③ Know the numbers:

Two of the most common causes of project failure are both direct causes of **scope creep!**



## ④ Know the causes:

1. Poorly-defined initial requirements
2. Lack of foresight and planning
3. Limited visibility into resource availability
4. Inability to properly track project progress (tasks completed, hours worked, budget spent) in real-time
5. Failure to recognize potential issues as they arise, and communicate ASAP with client
6. Tendency to gold-plate (purposefully exceeding project scope in an attempt to add value)



## ⑤ Do the math:

"Money continues to be wasted when projects aren't managed well. We see \$122M wasted for every \$1B invested due to poor project performance, a 12% increase over last year."

- PMI's Pulse of the Profession Report



## ⑥ Banish scope creep:

Prevention is the best cure for scope creep!

- Understand project requirements and client expectations
- Be vigilant from day one
- Invest in a detail-oriented project management system
- Know how and when to say "no"



## Learn more about successful project management!

Go to [replicon.com](http://replicon.com) for more resources on how to keep your projects on-time and on-budget, and avoid common project management mistakes.

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