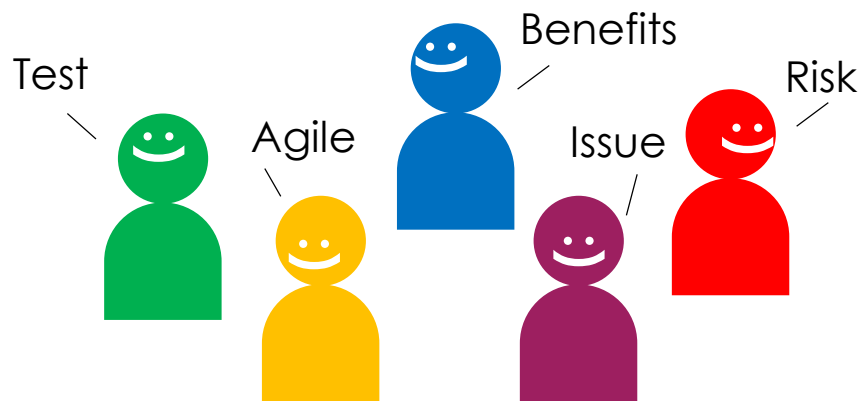


Project Definitions

To cooperate in a project all stakeholders must mean the same thing when using project terms. Define the terms that is used in the project if there is uncertainty.

The Tower of Babel couldn't be completed due to that the builders started to talk different languages suddenly. Projects (like the construction of a tower) are extremely hard to complete if the stakeholders perceive different "project-words" in different ways. E.g. when someone says "test the solution" this means different things for different persons; one might think a verification of dataflow and another might think of using an external reference group.



There are many project methodologies which help to assure that stakeholders understand each other. Note that there is no global project standard, one have to choose one.

Below are basic examples of words that people tend to use in projects, which other might interpret in a different way.

- Project
- Project board/Steering group
- Client/Executive
- Project Manager
- User Representative
- Product owner
- Project plan
- Agile
- Business case
- Benefits
- Budget
- Resources
- Quality approval
- Requirement
- User Requirement Specification
- User story
- Test
- Verification
- Validation
- Risk
- Issue
- Exception
- Action
- Deliverable
- Activities

If you're unsure if people in your project could misinterpret the words above, make sure that you all agree on a definition of them (or adopt a methodology that cover what you need). If someone adds a new term, this must be defined right away as well.