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a scope of work document is an agreement on the work you re going to perform on the project the scope of work in project management includes deliverables a timeline milestones and reports let s look closer at each of these elements below

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and do i really need one the short answer is a project scope document is essential to the success of any project and yes you definitely need one a project scope document is a living document that outlines the scope of a project it defines what a project is what it will accomplish and what deliverables you can expect at the end

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