Quality Objectives and Scope Template IT Project

1. Project Overview

[Brief description of the project and main deliverables]

2. Project Scope

- *[List of features, functions, and boundaries included in the project]*
- *[Out-of-scope items and exclusions]*

3. Quality Objectives

Objective	Success Criteria / Metrics	Responsible
[e.g. Ensure 99.9% system availability]	*[e.g. Uptime monitoring reports]*	*[e.g. IT Operations Lead]*
[e.g. Deliver all features with zero critical defects]	*[e.g. Defect tracking results at release]*	*[e.g. QA Manager]*

4. Exclusions

- *[List anything specifically NOT included in this project]*

5. Assumptions and Constraints

- *[Key assumptions about resources, timelines, technologies, etc.]*
- *[Constraints such as budget, compliance, integration requirements, etc.]*

6. Approval

Name	Role	Signature	Date