

8 Key Statement of Work Questions.

Use these to pre-brief the key stakeholders involved in your SoW to unlock better work.

Question		SoW Sections
How will the provider help the client to achieve their outcomes?	→	Scope
What are the key tangible things the provider will deliver to the client?	→	Deliverables
How will the client know what the provider delivered is good enough?	→	Acceptance Criteria
What will the provider need the client to do?	→	Obligations/Dependencies
When will the provider do the work?	→	Schedule
Who will work on the project?	→	Roles and Responsibilities
How will the work be managed?	→	Governance
When will the client pay the provider?	→	Commercials

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