

# Table of Contents

About The Art of Service	10
Included Resources - how to access	10
Purpose of this Self-Assessment	12
How to use the Self-Assessment	13
Technology Readiness Level	
Scorecard Example	15
Technology Readiness Level	
Scorecard	16
BEGINNING OF THE	
SELF-ASSESSMENT:	17
CRITERION #1: RECOGNIZE	18
CRITERION #2: DEFINE:	25
CRITERION #3: MEASURE:	38
CRITERION #4: ANALYZE:	49
CRITERION #5: IMPROVE:	61
CRITERION #6: CONTROL:	76
CRITERION #7: SUSTAIN:	90
Technology Readiness Level and Managing Projects, Criteria for Project Managers:	138
1.0 Initiating Process Group: Technology Readiness Level	139
1.1 Project Charter: Technology Readiness Level	141
1.2 Stakeholder Register: Technology Readiness Level	143
1.3 Stakeholder Analysis Matrix: Technology Readiness Level	144
2.0 Planning Process Group: Technology Readiness Level	146

2.1 Project Management Plan: Technology Readiness Level	148
2.2 Scope Management Plan: Technology Readiness Level	150
2.3 Requirements Management Plan: Technology Readiness Level	152
2.4 Requirements Documentation: Technology Readiness Level	154
2.5 Requirements Traceability Matrix: Technology Readiness Level	156
2.6 Project Scope Statement: Technology Readiness Level	158
2.7 Assumption and Constraint Log: Technology Readiness Level	160
2.8 Work Breakdown Structure: Technology Readiness Level	162
2.9 WBS Dictionary: Technology Readiness Level	164
2.10 Schedule Management Plan: Technology Readiness Level	166
2.11 Activity List: Technology Readiness Level	168
2.12 Activity Attributes: Technology Readiness Level	170
2.13 Milestone List: Technology Readiness Level	172
2.14 Network Diagram: Technology Readiness Level	174



# Table of Contents

2.15 Activity Resource Requirements: Technology Readiness Level	176
2.16 Resource Breakdown Structure: Technology Readiness Level	178
2.17 Activity Duration Estimates: Technology Readiness Level	180
2.18 Duration Estimating Worksheet: Technology Readiness Level	182
2.19 Project Schedule: Technology Readiness Level	184
2.20 Cost Management Plan: Technology Readiness Level	186
2.21 Activity Cost Estimates: Technology Readiness Level	188
2.22 Cost Estimating Worksheet: Technology Readiness Level	190
2.23 Cost Baseline: Technology Readiness Level	192
2.24 Quality Management Plan: Technology Readiness Level	194
2.25 Quality Metrics: Technology Readiness Level	196
2.26 Process Improvement Plan: Technology Readiness Level	198
2.27 Responsibility Assignment Matrix: Technology Readiness Level	200
2.28 Roles and Responsibilities: Technology Readiness Level	202
2.0 Planning Process Group: Technology Readiness Level	146

2.29 Human Resource Management Plan: Technology Readiness Level	204
2.30 Communications Management Plan: Technology Readiness Level	206
2.31 Risk Management Plan: Technology Readiness Level	208
2.32 Risk Register: Technology Readiness Level	210
2.33 Probability and Impact Assessment: Technology Readiness Level	212
2.34 Probability and Impact Matrix: Technology Readiness Level	214
2.35 Risk Data Sheet: Technology Readiness Level	216
2.36 Procurement Management Plan: Technology Readiness Level	218
2.37 Source Selection Criteria: Technology Readiness Level	220
2.38 Stakeholder Management Plan: Technology Readiness Level	222
2.39 Change Management Plan: Technology Readiness Level	224
3.0 Executing Process Group: Technology Readiness Level	226
3.1 Team Member Status Report: Technology Readiness Level	228
3.2 Change Request: Technology Readiness Level	230



3.3 Change Log: Technology Readiness Level	232
3.4 Decision Log: Technology Readiness Level	234
3.5 Quality Audit: Technology Readiness Level	236
3.6 Team Directory: Technology Readiness Level	239
3.7 Team Operating Agreement: Technology Readiness Level	241
3.8 Team Performance Assessment: Technology Readiness Level	243
3.9 Team Member Performance Assessment: Technology Readiness Level	245
3.10 Issue Log: Technology Readiness Level	247
4.0 Monitoring and Controlling Process Group: Technology Readiness Level	249
4.1 Project Performance Report: Technology Readiness Level	251
4.2 Variance Analysis: Technology Readiness Level	253
4.3 Earned Value Status: Technology Readiness Level	255
4.4 Risk Audit: Technology Readiness Level	257
4.5 Contractor Status Report: Technology Readiness Level	259
4.6 Formal Acceptance: Technology Readiness Level	261
5.0 Closing Process Group: Technology Readiness Level	263

5.1 Procurement Audit: Technology Readiness Level 265

5.2 Contract Close-Out: Technology Readiness Level 268

5.3 Project or Phase Close-Out: Technology Readiness Level 270

5.4 Lessons Learned: Technology Readiness Level 272

Index 274