

Professional Portfolio & Analytics Development

Project Scope Statement

Document Version: 1.1

Project: Professional Portfolio & Analytics Development (PPAD)

Status: Approved

Requirements Baseline: v1.0

MVP / Release Definition: Release 1 Approved

Approval Date: September 4, 2026

Document Revision History

Version	Status	Change
0.1	Draft	Initial Project Scope Statement prepared for review.
1.0	Approved	Initial Project Scope Statement formally approved.
1.1	Approved	Incorporated CR-001 Project Radiator Dashboard and synchronized project-management deliverables with the current WBS.

1. Project Scope Description

The Professional Portfolio & Analytics Development project will design, develop, populate, deploy, and establish an ongoing professional portfolio demonstrating project-management, business-analytics, SQL, Python, data-analysis, operational decision-making, and related professional capabilities.

The project will transform selected academic, entrepreneurial, operational, and technical work into professional case studies; develop new applied analytics projects; establish a personal portfolio website; migrate selected historical written content; and implement supporting project-management and version-control practices.

The project will also function as a practical learning environment in which project-management, Git/GitHub, SQL, Python, analytics, and documentation skills are reinforced through production of usable deliverables.

2. Product Scope Description

The resulting portfolio ecosystem will include:

- A publicly accessible professional website
- Professional positioning and biography
- Current résumé and credentials
- Project portfolio and individual case studies
- Technical repositories and supporting artifacts
- Representative SQL and Python work
- Selected academic and operational projects
- Selected historical and future professional writing
- Direct/shareable project URLs
- Appropriate contact information
- Maintainable structures for adding future work

Supporting internal project systems will include:

- Jira work-management environment
- Git/GitHub version control
- Project-control documentation
- Scope, schedule, risk, decision, change, and lessons-learned artifacts
- Project Radiator Dashboard
- Project performance reporting and visualization capability

The Project Radiator Dashboard shall consolidate selected project-control information for stakeholder communication and management decision support while preserving underlying project systems as the authoritative sources of record.

3. Major Project Deliverables

3.1 Project Management Framework

Develop and maintain appropriate project-governance and control artifacts, including:

- Project Charter
- Stakeholder Register and Stakeholder Analysis
- Stakeholder Engagement Plan

- Communications Management Plan
- Requirements Register and Requirements Baseline
- MVP / Release Definition
- Project Scope Statement
- Work Breakdown Structure
- WBS Dictionary
- Scope Baseline
- Project Schedule and Schedule Baseline
- Project Budget and Cost Baseline
- RAID Register
- Decision Log
- Change Log / Change-Control Process
- Definition of Done, quality controls, and deliverable acceptance standards
- Project Radiator Dashboard and performance reporting
- Lessons-Learned Register
- Project closeout documentation

3.2 Portfolio Website

Design, build, test, and deploy a maintainable professional portfolio containing:

- Home / landing page
- About / professional biography
- Resume and credentials
- Projects area
- Individual project case studies
- Journal / writing area
- Contact capability
- Responsive navigation and presentation

3.3 Technical Portfolio Infrastructure

Establish and use:

- GitHub repositories
- Git-based version control
- Standard repository structures
- README/documentation conventions
- Sanitized or representative public datasets where appropriate

- Project-specific technical artifacts

3.4 Existing Project Reconstruction

Evaluate and reconstruct selected prior work, including potential projects such as:

- TCGplayer Inventory Data Reconciliation
- IMF Foreign Reserve Analytics
- Heart Disease Predictive Analytics
- Horizon Line Operations & Asset Analytics
- Relevant undergraduate and graduate analytics coursework

3.5 SQL Capability Development

Develop practical business-oriented projects demonstrating progressively stronger SQL capability, including:

- Relational querying
- Joins
- Aggregations
- Subqueries
- CTEs
- Window functions
- Data relationships
- Analytical business questions
- Documentation and interpretation of results

3.6 Python Capability Development

Develop practical projects demonstrating:

- Python fundamentals
- pandas
- Data cleaning
- Data validation
- Data transformation
- Automation
- Visualization
- Analytical reporting

- Forecasting or predictive analytics where appropriate

3.7 Journal and Historical Content Migration

- Inventory recoverable IO/historical material
- Evaluate content for continued relevance
- Classify material for migration, revision, archival, or exclusion
- Reformat selected material
- Publish approved content to the new portfolio

3.8 Portfolio Launch and Job-Search Integration

- Validate Release 1
 - Deploy the public portfolio
 - Incorporate portfolio links into appropriate résumé, LinkedIn, networking, application, and interview materials
 - Establish a process for ongoing portfolio improvement
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4. Minimum Viable Portfolio / Release 1 Boundary

Release 1 will provide the first usable professional portfolio.

At minimum, Release 1 will contain:

- Publicly deployed website
- Professional landing page
- Professional positioning
- Education and credentials
- Current résumé
- Projects area
- Contact capability
- At least one completed flagship case study
- Supporting technical evidence where appropriate
- Responsive desktop/mobile presentation
- Direct/shareable URLs
- Maintainable project architecture

The initial target flagship project is:

TCGplayer Inventory Data Reconciliation & Quality-Control Pipeline

Completion of the entire PPAD project is not required before Release 1.

5. In-Scope Work

The project includes:

- Project planning, governance, monitoring, and control
 - Stakeholder engagement and communications management
 - Requirements management
 - Scope management
 - Schedule development and control
 - Cost planning and control
 - Risk, assumption, issue, and dependency management
 - Quality and acceptance management
 - Version-control practice
 - Website architecture and development
 - Portfolio content development
 - Technical project development
 - SQL and Python skills reinforcement through applied projects
 - Existing-project reconstruction
 - Data sanitization where necessary
 - Technical documentation
 - Professional case-study writing
 - Historical-content evaluation and selective migration
 - Testing and validation
 - Public deployment
 - Job-search integration
 - Iterative post-MVP improvements included within approved project scope
 - Project-performance dashboard design and development
 - KPI definition for project health and progress
 - Consolidation and visualization of selected project-control data
 - Iterative enhancement of the Project Radiator Dashboard where aligned with project objectives
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6. Explicit Scope Exclusions

The project does not currently include:

- E-commerce functionality
- User account systems
- Public commenting systems
- Custom social-network functionality
- Custom-built content-management platform
- Complex interactive web applications unrelated to portfolio objectives
- Extensive paid advertising
- Comprehensive social-media marketing strategy
- Reconstruction of every historical project or document
- Migration of every historical journal entry
- Publication of confidential, proprietary, sensitive, or inappropriate data
- Technical projects created solely to increase project count without demonstrable learning or professional value
- Advanced visual effects or animations that materially delay portfolio delivery without corresponding stakeholder value

Items excluded from scope may only be incorporated through an approved scope change where appropriate.

7. Project Acceptance Criteria

The PPAD project will be considered complete when:

- Approved project requirements have been satisfied, retired, or otherwise formally resolved.
- All committed project deliverables have been completed and validated.
- The professional portfolio website is publicly operational.
- Planned flagship portfolio projects are published or formally dispositioned.
- Planned SQL and Python capability-development work is completed or formally dispositioned.
- Selected historical content has been evaluated and approved migration work completed.
- Portfolio documentation and technical artifacts meet established quality standards.

- Relevant project data has undergone required privacy/security review.
 - Portfolio architecture is maintainable for future additions.
 - Job-search materials contain appropriate portfolio references.
 - Project-control artifacts are updated through closeout.
 - Final lessons learned are documented.
 - Project Sponsor formally accepts project completion.
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8. Key Constraints

- Project work must coexist with graduate coursework.
 - Project work must coexist with active job searching.
 - The Project Sponsor, Project Manager, and Product Owner roles are held by the same individual.
 - Available development time is limited.
 - Initial project budget should remain minimal.
 - Technical capabilities may require refresher learning during execution.
 - Some historical project files may require reconstruction.
 - Some source data may not be suitable for public disclosure.
 - Portfolio-development effort must remain proportionate to its employment value.
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9. Key Assumptions

- Existing academic and operational work can provide useful portfolio source material.
 - Appropriate project data can be sanitized or represented safely where necessary.
 - GitHub can support technical portfolio artifacts and version control.
 - A maintainable website can be deployed using reasonably accessible technology.
 - Portfolio development can proceed incrementally.
 - Release 1 can create professional value before the entire project is completed.
 - New SQL and Python projects can simultaneously support skills development and portfolio evidence.
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10. Major Dependencies

Project delivery depends upon:

- Requirements Baseline remaining sufficiently stable
 - MVP / Release 1 definition
 - Website technology and hosting selection
 - Availability of relevant historical project artifacts
 - Availability and suitability of datasets
 - Establishment of technical repository standards
 - Development of reusable case-study structure
 - Completion of privacy/security review before publication
 - Availability of time alongside academic and job-search commitments
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11. Scope Control

Requirements Baseline v1.0 and the approved Project Scope Statement will serve as primary inputs to scope decomposition.

The WBS and WBS Dictionary will further define the authorized project scope.

Once the Scope Baseline is approved:

- New work shall not automatically become project scope.
 - Proposed scope additions or removals shall undergo impact assessment.
 - Significant changes affecting requirements, deliverables, schedule, cost, or MVP commitments shall be documented.
 - The Project Sponsor shall authorize material changes where appropriate.
 - The Product Owner may reprioritize work within approved scope without necessarily changing the Scope Baseline.
 - The Project Manager shall evaluate impacts to execution, schedule, dependencies, risk, and resource availability.
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12. Relationship to the Scope Baseline

This Project Scope Statement represents the first component of the PPAD Scope Baseline.

The complete Scope Baseline will consist of:

1. **Approved Project Scope Statement**
2. **Approved Work Breakdown Structure**
3. **Approved WBS Dictionary**

The Scope Baseline will be established only after all three components have been reviewed and approved.

13. Approval

Project Sponsor: J. Dylan Beckham

Project Manager: J. Dylan Beckham

Product Owner: J. Dylan Beckham

Status: Approved