



STEAM BO.SS

boosting soft skills

The MoSCoW method



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Description of the MoSCoW Method

The MoSCoW method is a prioritization technique used in project management to classify requirements and activities into four main categories:

1. **Must Have (M):** Essential and critical elements that must be completed for the project to be considered a success.
2. **Should Have (S):** Important but not critical elements; these can be postponed without compromising the project.
3. **Could Have (C):** Desirable elements that enhance the project but are not fundamental. They can be implemented if resources and time are available.
4. **Won't Have (W):** Elements that will not be included in the current project. This classification helps maintain focus on priorities.

Importance in Time Management in STEAM Projects

The MoSCoW method is particularly useful in STEAM projects (Science, Technology, Engineering, Arts, and Mathematics) for several reasons:

- **Clarity of Priorities:** It helps teams focus on what is truly necessary, improving efficiency and reducing time spent on non-essential activities.
- **Adaptability:** In a constantly evolving environment like STEAM projects, it allows teams to respond quickly to changes in needs and resources.
- **Resource Management:** It facilitates more effective resource planning, as team members can immediately see which activities require the most attention.
- **Focus on Results:** It concentrates efforts on activities that offer the greatest value to the project, thereby improving overall outcomes.

Concrete Examples of Using the MoSCoW Method

Example 1: Scientific Research Project

- **Must Have:** Primary data collection, analysis of results.
- **Should Have:** Review of relevant literature, presentation of results.
- **Could Have:** Collaborations with other researchers, publication in scientific journals.
- **Won't Have:** Large-scale experimentation in this initial phase.

Example 2: Artistic Project

- **Must Have:** Basic concept and design, prototype creation.
- **Should Have:** Feedback from a review group, design improvements.
- **Could Have:** Collaborations with other artists, performances at events.
- **Won't Have:** Creation of a dedicated website for the project in the initial phase.

Exercise: Developing an App for Daily Task Management

Task: Order these activities by priority using the MoSCoW method.

Activities:

- Create a simple user interface.
- Implement registration and login functionality.
- Integrate notifications for reminders.
- Add a task-sharing feature.
- Develop a user feedback system.
- Test the app with a group of users.
- Document the project.

MoSCoW Classification:

- **Must Have:** Essential activities for the project's success.
- **Should Have:** Important but not critical activities.
- **Could Have:** Desirable but non-essential activities.
- **Won't Have:** Activities to exclude at this stage.





THE BOOST THAT MAKES THE DIFFERENCE



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