

What?



MoSCoW is a prioritisation technique used to help reach a common understanding with stakeholders or within teams on the importance they place on the delivery of different requirements.

The term MoSCoW itself is an acronym derived from the first letter of each of four prioritisation categories:

- M - Must have
- S - Should have
- C - Could have
- W - Won't have.

How?



A great way to use MoSCoW is in a workshop with your team / stakeholders. Brainstorm a list of requirements, writing each one on a post-it note and then discuss and apply 'MoSCoW' to it: Once prioritised you will know which requirements to work on first.

Mo

MUST HAVE

The most vital things you can't live without

S

SHOULD HAVE

Things you consider as important, but not vital

Co

COULD HAVE

Things that are nice to have

W

WON'T HAVE

Things that provide little to no value you can give up on

Why?



MoSCoW prioritisation is an effective way for a project / team to prioritise its work. For example, focussing on the most important tasks means the main components / tasks can be finished quickly. It also keeps the entire team on the same page, ensuring everyone knows what is being worked on.

This can also be applied to a new process or change / improvement.

Using clear, categorical rankings for assigning a priority level, removes any confusion about how important different requirements are.

Want to learn more?

MoSCoW v 1.0



<https://conceptboard.com/blog/moscow-prioritization-method-template/>



Template available on MIRO:

<https://miro.com/templates/moscow-matrix/>

MoSCoW... continued



Benefits of MoSCoW prioritisation:

- It helps you create a timeline for your work/ project by determining what needs to be completed first. Everyone knows what the most important requirements are, giving a sense of clarity.
- The MoSCoW approach is excellent for setting expectations, both for the project team and stakeholders. It gives stakeholders a clear idea of what they can expect from the project.
- Implementing MoSCoW into your workflow helps keep the vision for the work/ project on track. When brainstorming with colleagues, stoking your creativity, and trying to push the boundaries, it's natural for your team to step outside of the project's requirements and limits.
- MoSCoW provides everyone with a clear checklist of what they need to accomplish as opposed to a vague and multi-faceted vision.

Example

