

ENGR3450 – Project Management

Week 11

The Project Execution

Termination – End of the project

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Agenda today

- The end of the project
 - Types of ending
 - Ending procedure
 - Final report

- Problems from Ch 9 – 10 – 11



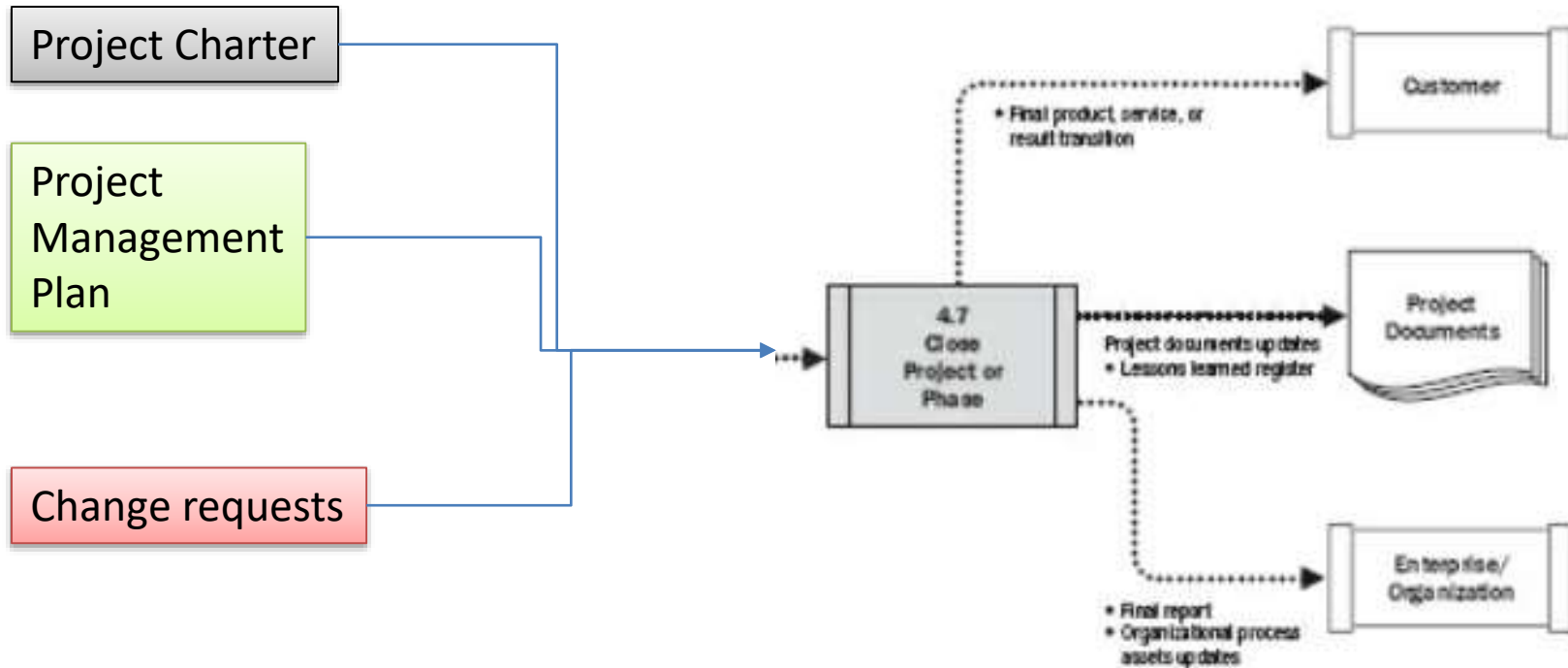
End of the Project

Projects are temporary endeavors

- The project objectives achieved
- Objective will not or cannot be met
- Funding is exhausted
 - Or no longer available for allocation to the project
- The need for the project no longer exist
 - The customer no longer want the project completed,
A change in priority or strategy ends the project
(the organizational management decides about it)
- The human or physical resources are no longer available
- Termination by a legal cause or convenience

End of the Project

Projects are temporary endeavors



End of the Project

Projects are temporary endeavors

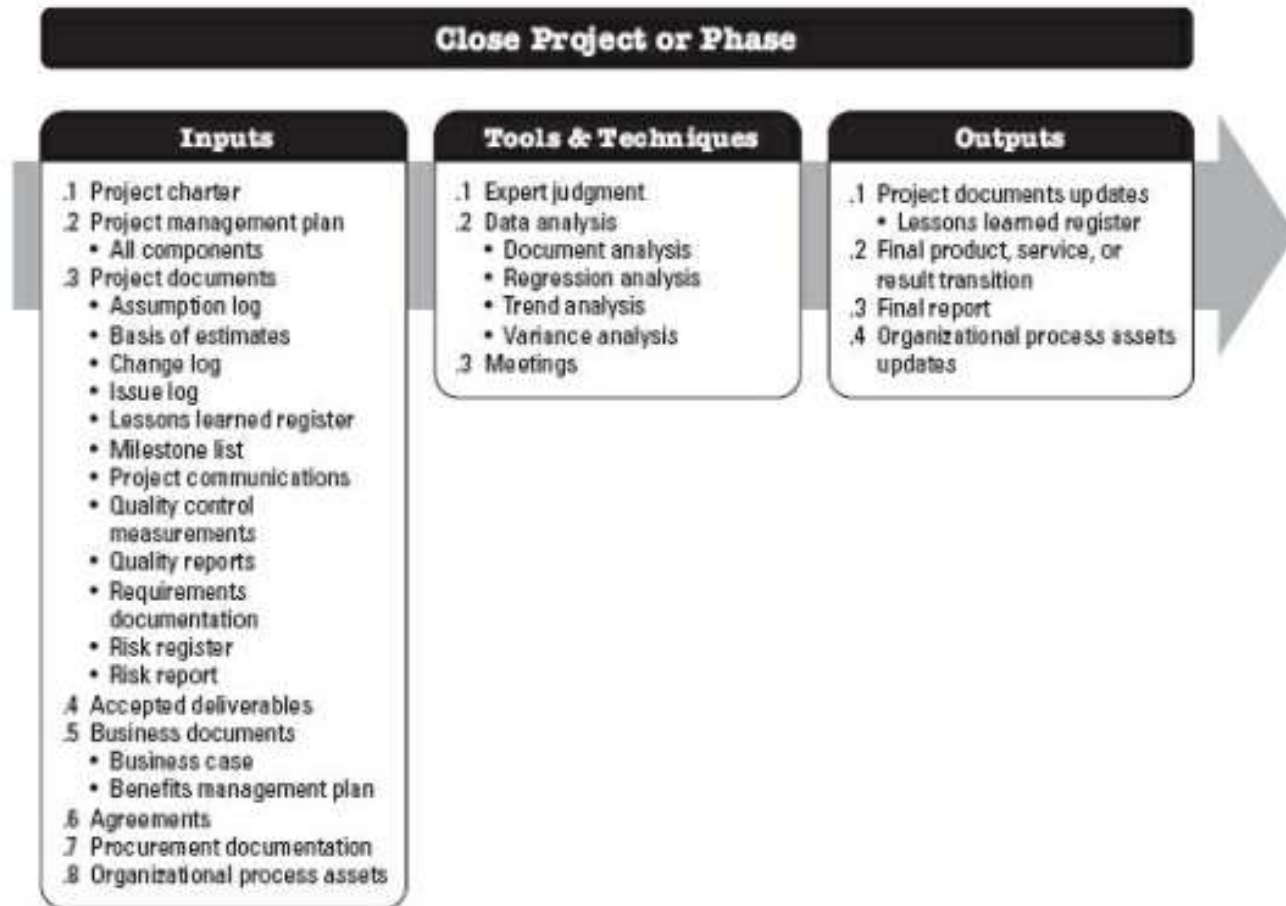


Figure 4-14. Close Project or Phase: Inputs, Tools & Techniques, and Outputs

End of the Project

Final Report & Lessons Learned

- ◆ Summary level description of the project or phase.
- ◆ Scope objectives, the criteria used to evaluate the scope, and evidence that the completion criteria were met.
- ◆ Quality objectives, the criteria used to evaluate the project and product quality, the verification and actual milestone delivery dates, and reasons for variances.
- ◆ Cost objectives, including the acceptable cost range, actual costs, and reasons for any variances.
- ◆ Summary of the validation information for the final product, service, or result.
- ◆ Schedule objectives including whether results achieved the benefits that the project was undertaken to address. If the benefits are not met at the close of the project, indicate the degree to which they were achieved and estimate for future benefits realization.
- ◆ Summary of how the final product, service, or result achieved the business needs identified

End of the Project

Design of Termination

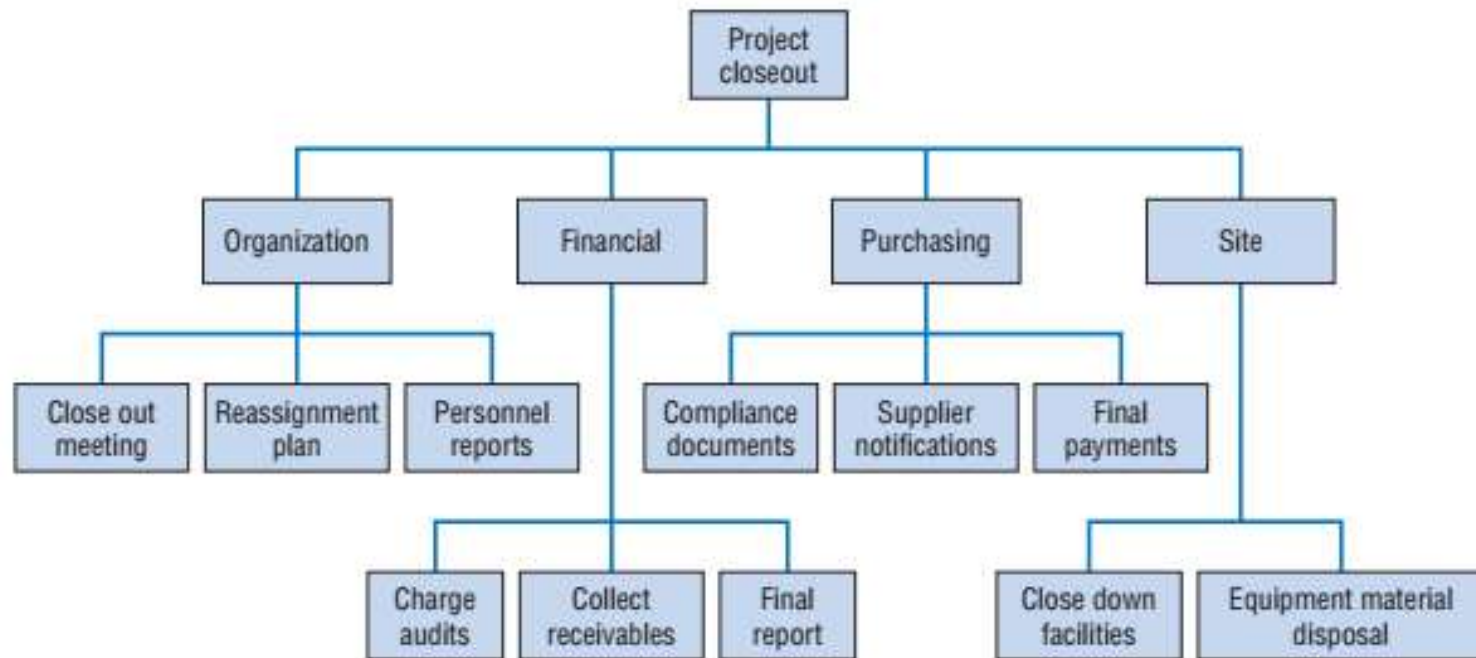


Figure 13-2 Design for project termination.

End of the Project

Use Lean Rules for resources

- Store **shortly** in a storage
- Use red tag rule for predetermined periods
Meaning use of deadlines to keep in locations
- Try to send material to locations that can be used
(follow in those locations by red tag too)
- Sell - transfer or discard if not reusable



End of the Project

Use Checklists

Item No.	Task Description	Required		Required Date	Assigned Responsibility	PR.	Notes Reference
		Yes	No				
A.	Project office (PO) and Project Team (PT) Organization						
1.	Conduct project close-out meeting						
2.	Establish PO and PT release and reassignment plan						
3.	Carry out necessary personnel actions						
4.	Prepare personal performance evaluation on each PO and PT member						
B.	Instructions and Procedures						
	<i>issue instructions for:</i>						
1.	Termination of PO and PT						
2.	Close-out of all work orders and contracts						
3.	Termination of reporting procedures						
4.	Preparation of final report(s)						
5.	Completion and disposition of project file						
C.	Financial						
1.	Close out financial documents and records						
2.	Audit final charges and costs						
3.	Prepare final project financial report(s)						
4.	Collect receivables						
D.	Project Definition						
1.	Document final approved project scope						
2.	Prepare final project breakdown structure and enter into project file						
E.	Plans, Budgets, and Schedules						
1.	Document actual delivery dates of all contractual deliverable end items						
2.	Document actual completion dates of all other contractual obligations						
3.	Prepare final project and task status reports						
F.	Work Authorization and Control						
1.	Close out all work orders and contracts						
G.	Evaluation and Control						

Problem solutions of Ch 9 – 10 – 11



Revise your project charters
observing lectures
of weeks 8 – 9 – 10 -11

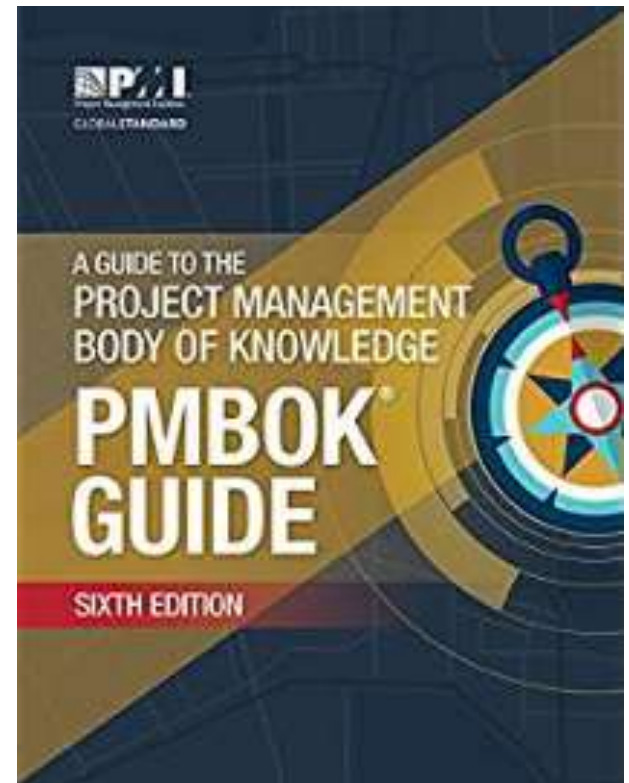
Get ready for your Project Discussions

Resources



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**PLANNING AND CONTROL USING
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Questions

- Questions

hp@quiztechnology.com

NEXT WEEK: Project Discussions of groups A to G
(and volunteer groups too)

THE OTHER WEEK: Remaining Project groups.

Thank you for your success with this course