Lesson-Learned Report
January 7, 2021

Project Name   : Fire Detection using Computer Vision

Project Sponsor   : Muhammad Ariff Azhan bin Zakaria

Project Manager   : Nur'Ain Najiha binti Zakaria

Project Dates   : November 11, 2020 – 29 March, 2021

Final Budget   : RM206,251

1. **Did the project meet scope, time and cost goals?**

   We did meet scope and time goals but we had to request an additional RM15,000, which the sponsor approved. We actually exceeded scope goals by having more people take training courses than planned, primarily the Web-based courses.

2. **What was the success criteria listed in the project in the scope statement?**

   The following statement outlined the project scope and success criteria:

   "Our sponsor has stated that the project will be a success if the new training courses are all available within one year, if the average course evaluations are at least 3.0 on a 1-5 scale and if the company recoups the cost of the project in reduced training costs within two years after project completion."

3. **Reflect on whether or not you met the project success criteria.**

   All of the new training courses were offered within a year and the course evaluations averaged 3.4 on a 5.0 scale. We do not know if the cost of the project will be recouped within two years after expectations. Because the Web-based training is more cost-effective than the instructor-led-training, we are confident that the costs will be recouped in less than two years.

4. **What were the main lessons your team learned from this project?**

   The main lessons we learned include the following:

   - Having a good communication was instrumental to project success. We had a separate item in the WBS for stakeholder communications, which was very important. Moving from traditional to primarily Web-based training was a big change for Fusion Tech, so the strong communication was crucial. The intranet-site information was excellent, thanks to support from the IT departments create the project description posters to hang in their work areas. They showed creativity and team spirit.