



Customer Acceptance/Project Completion Form

7 January, 2021

Project Name : Fire Detection using Computer Vision

Project Manager : Nur'Ain Najiha binti Zakaria

I (We), the undersigned, acknowledge and accept delivery of the work completed for this project on behalf of our organization. My (Our) signature(s) attest to my (our) agreement that this project has been completed. No further work should be done on this project.

Name	Title	Signature	Date
Megala d/o Sontulom	System Designer		7 January 2021
Nur Izzati Binti Shafie	Programmer		7 January 2021

1. Was this project completed to your satisfaction? Yes / No

2. Please provide the main reason for satisfaction or dissatisfaction with this project.

The main satisfaction for completing this project are the quality management plan deliverable are exceptionally strong. In addition, updated the project plan based on the feedback received from the team leader and develop the training plan for this project to interesting.

3. Please provide suggestions on how our organization could improve its project delivery capability in the future.

For my suggestions, to improve the project delivery capability in the future is communicate more effectively, be more efficient with your work and get fast movements in your works. And also, focuses on the integration of the projects within the organisation and the intention is to have better integration and strategic alignment.

Thank you for your input.

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.