# Final Report

Overview of Project

The project team saw this project as an opportunity to learn valuable project management skills. This particular project was chosen because it was thought of as a challenge to exercise project management skills and to demonstrate our capability of handling the tasks involved with such a project.

What was Produced?

What we produced was a project management plan for Common Cause of Pennsylvania to implement a new collaboration peer-teaching system. We theoretically went through all the phases of the project to completion to get an idea of how a project like this would work out as well as developing the project management skills taught in this class.

Tools Used

Although we ran into some problems throughout the project with different managerial issues, our team completed this project with success. To help with the success of the project our team utilized many project management tools. We used tools such as Microsoft Project to create our WBS and Gantt chart. We also utilized many templates to keep our documentation standard and professional.

Overall Lessons Learned

As explained further in our Lesson Learned Report, we did have some things go wrong in our project along with many positives. We did have troubles with scheduling issues with resources. Furthermore, communication with key stakeholders could have been stronger. Having these mistakes helped our team learn for future opportunities. We learned that communication with stakeholders is very necessary to save time, effort and money. We also learned that by obtaining signatures and sign offs for certain items will help ease some pain later on in the project with conflicts. Overall we gained many project management skills that we can utilize in the future.