|  |  |
| --- | --- |
| A close up of a logo  Description automatically generated | Section 4: Project finalisation |

|  |  |
| --- | --- |
| Reason for closing the project  *Outline why this project is over* | The website has been established and a new logo has been designed |
| Highlights and innovations  *What were the main highlights and innovations of this project?* | Designed a shopping cart that allows customers to shop online. And optimized the retriever, which can facilitate customers to accurately search for content |
| Summary of recommendations  *If using the case study, one of the recommendations should be for the supervisor to agree that the project can be deemed closed.* | The website has been established, therefore the project has been successfully completed. Next, it is necessary to provide technical training to employees to help them master the usage of the website, put the website into use, confirm that customers can access and make purchases |
| Performance against objectives  *Summarise the actual performance of the project against the planned performance.* | Excessive investment in recruiting new employees resulted in website construction costs exceeding budget. Due to the departure of some employees and project delays, this has also had a certain impact on the company, resulting in certain economic losses |
| Performance against outcomes  *Describe the actual performance of the project in relation to the achievement of targeted outcomes. Were all planned targeted outcomes achieved, to what degree?* | This project has increased the company's visibility, continuously expanding the proportion of online customers, and increasing the monthly economic profit of the company by 20% |
| Performance against outputs  *Describe the actual performance of the project in relation to the delivery of the outputs. Were all planned outputs delivered, to what degree? Were they all accepted? Did the quality of the outputs meet expectations?* | The website has achieved the expected results, increased the company's visibility, and brought certain economic benefits to the company. This project is very successful |

Performance against budget

*Include the actual performance of the project against the project budget and make comments regarding variations.*

|  |  |  |
| --- | --- | --- |
| **Cost area** | **Estimated cost** | **Actual cost** |
| Photographs | $1,000 | $1,100 |
| Logo design | $1,000 | $1,500 |
| Web site development | $6,000 | $6,500 |
| Web site content | $500 | $500 |
|  | Total: $8,500 | Total: $9,600 |

|  |  |
| --- | --- |
| Lessons learnt  *Describe the project management and quality management processes that were perceived to be inappropriate and/or ineffective for the project, as reflected by the stakeholders and the project records/documentation.* | We have learned how to conduct business analysis and be able to design websites based on customer needs. But we also have issues. We need to strengthen the teamwork ability of the project team, because due to improper cooperation, the project construction has been delayed. It is necessary to enhance the technical level of employees. |

|  |  |  |
| --- | --- | --- |
| *Paperclip* Attach: | Link to completed online file organisation and record keeping system used throughout the project.  https://www.figma.com/file/IfXJweJMfaAfh2HKS5D4Hp/Untitled?type=design&node-id=0-1&mode=design&t=vBt7wOwZ1d7IIjVZ-0 |  |