Project Closure Report

PanOverflow

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The reviewer signoff shall signify the recommendation for acceptance of this document.

Sign off

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Table of Contents

1 Purpose

The Project Closure Report is the final document produced for the project and is used by senior management to assess the success of the project, identify best practices for future projects, resolve all open issues, and formally close the project.

2 Goals

This Project Closure Report is created to accomplish the following goals:
- Review and validate the milestones and success of the project.
- Confirm outstanding issues, risks, and recommendations.
- Outline tasks and activities required to close the project.
- Identify project highlights and best practices for future projects.

3 Summary

3.1 Project Background Overview

- The main goal of this project is to introduce a new hybrid type of application that combines the functionality of a personal nutritionist, as well as a fitness trainer. That is, the program will recommend a healthy diet that adapts to each user, as well as a training program
- Success criterias
  - The use of our project by at least 2-3 countries including Kazakhstan
  - Attracting famous chefs to our project
  - Receiving large investments
  - Become a competitor to such projects as BBC good food, and the implementation of its unique functions and with the help of them to realize market dominance

3.2   Project Highlights and Best Practices

Project Highlights:
- Think over the course of the project
- Think about technologies to use:
  - Java, JavaScript programming languages
  - Spring framework
  - React JS library
  - Postgres database
- Create project milestone, set the deadlines
- Create database entities
- Create services which hold business logic
- Create API
- Create design of the website
- Connect backend and frontend
- After developing all steps, project passed tests successfully

Best Practices:
- We thought over the course of our project, which greatly simplified the development
- Using new versions of frameworks, libraries, and programming languages

3.3   Project Closure Synopsis

- We close the project because we met our success goals and completed all delivered tasks

4   Project Metrics Performance

4.1   Goals and Objectives Performance

I will be in charge of producing the social media strategy for the next quarter

5   Specific: The employee must be in charge of the strategy for a specific area of expertise.
6   Measurable: The employee needs to deliver one document containing the social media strategy.
7   Achievable: If the employee is already working in the social media field, it makes sense to trust him to produce the strategy for one quarter.
8   Relevant: Teams sometimes need employees to step up and take the lead on certain initiatives. Becoming the owner of the social media strategy will let other employees the time to focus on their area of expertise.
9   Time-based: The goal must be achieved before the beginning of the next quarter.

9.1   Success Criteria Performance

Success criterias:
- The use of our project by at least 2-3 countries including Kazakhstan
- Attracting famous chefs to our project
- Receiving large investments
- Become a competitor to such projects as BBC good food, and the implementation of its unique functions and with the help of them to realize market dominance.
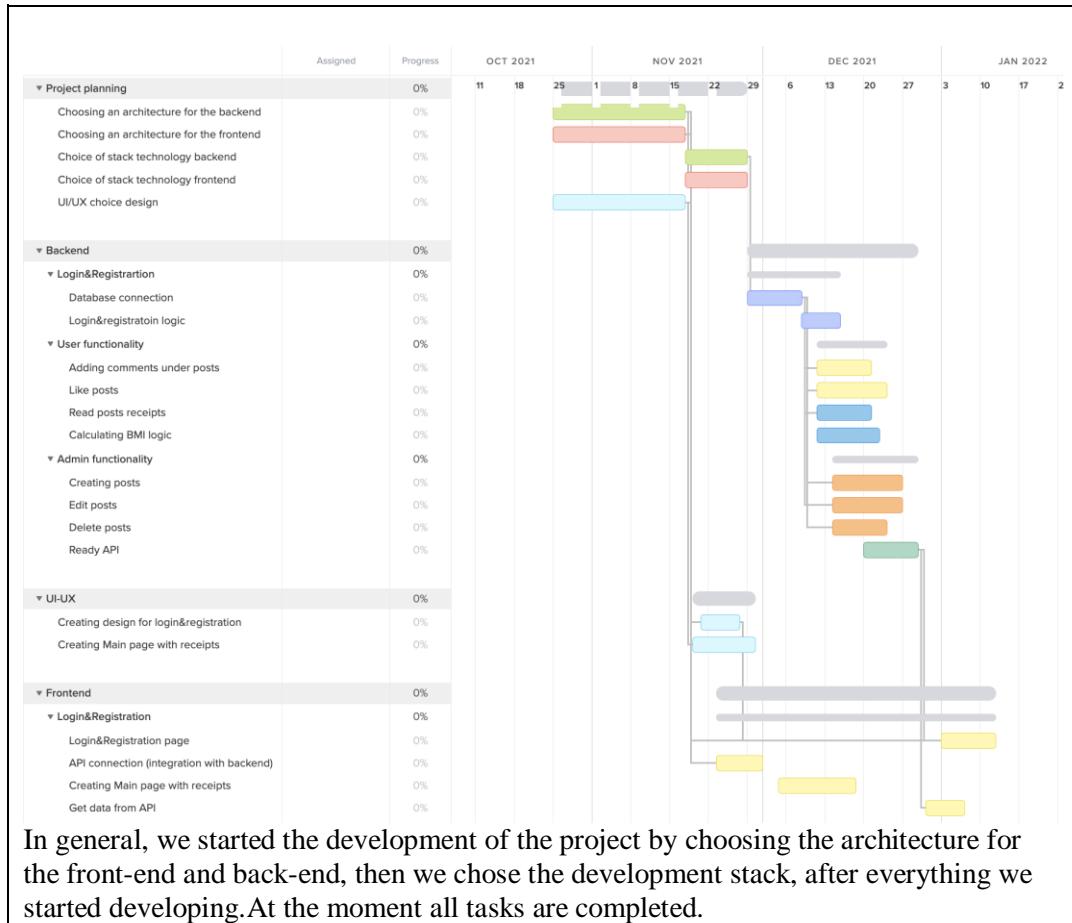
We have now achieved all planned success criteria. In the future, we only plan to strengthen our position in this area.

9.2   Milestone and Deliverables Performance

All milestones were completed on time and with the best possible result, without any problems and delays.

9.3 Schedule Performance

In general, we started the development of the project by choosing the architecture for the front-end and back-end, then we chose the development stack, after everything we started developing. At the moment all tasks are completed.

9.4 Budget Performance

Budget: $1 000 000

- Advertisement: $100 000
- Support servers: $10 000

- Salary: $200 000
- Unexpected costs: $680 000

9.5 Metrics Performance Recommendations

Attracting investments in the amount of 1 billion, the user base of dollars is more than 4 million people. Cooperation with the fastest delivery services. Collaboration with media personalities.

10 Tasks

10.1 Resource Management

Needed resources 4 developer, 1 server, 4 laptop, 1 place.
Marketing - 300.000 tenge
Development - 1.000.000 tenge
Servers - 10.000 tenge

10.2 Issue Management

Each issue will be resolved by admins, support sesrvices.
After receiving that developers will know about bugs and etc.

10.3 Risk Management

Project Risks Mitigated:
Forum could have only several records and users.
Servers can be down due to a lot of users.

Outstanding Project Risks:
Not enough budget
Not effictive advertiments

10.4 Quality Management

First of all, will be quality assurance of the code, because without it will be a lot of bugs and so on.
After that, quality of users (adequate name, surname and etc.).
Comments and posts.

10.5 Communication Management

Every person in this project did well communication with each others. Backend was written linked to frontend. Before frontend were patterns on figma.
To achieve this all, everyone communicated.

10.6 Customer Expectation Management

We know that everyone wants a good body and health. After that decided to create this platform.

10.7 Asset Management

When will be first sales, we should create new features and the best developers should be hired.

10.8 Lessons Learned

It is hard to work in team, but learned that. Also, we must to see market like what people want to see in the market. And create them a new platform.

10.9 Post-project Tasks

Backend not ready for 100% yet, also not deployed on servers this project.

10.10 Recommendations

It's a great project with features. Because, good health and diet will be actual in all time.

11 Appendices

11.1 Project Closure Report Sections Omitted

- <Omitted Section>
- <Omitted Section>