



LAB 12: PROJECT CLOSING

Fake News Detection

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Tutorial Group: 3BITI S1G2

CUSTOMER ACCEPTANCE/PROJECT COMPLETION FORM

20 DECEMBER 2020

Project Name: Fake News Detection

Project Manager: Elle Aliz Binti Aminuddin

I (We), the undersigned, acknowledge and accept delivery of the document of the project, the installer of the project in dvd and the work completed for this project on behalf of our organization. My (Our) signature(s) attest(s) to my (our) agreement that this project has been completed.

Name	Title	Signature	Date
Muhammad Raziff Ahmad	Head of Department Network Industry	Raziff Ahmad	January 9, 2021

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

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

I am satisfied with this project and what was delivered. This will help to build more resources for the coalition and the community in the future. This project and the teamwork are beyond my expectations. All of them have done their jobs very well, and Elle has successfully produced a very good plan/strategy for this project.

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

Nothing specific for this team but in future, the team should try to communicate with the sponsors on regular basis to make sure everything is on time and making sure plenty of time is given to the sponsor so they are able to give feedback Lastly, make sure to address the invitation letter at least one week before the meeting or presentation will be held.

Thank you for your input.

**LESSONS-LEARNED REPORT
20 DECEMBER 2020**

Project Name: Fake News Detection
Project Sponsor: Astro Awani Sdn Bhd
Project Manager: Elle Aliz Binti Aminuddin
Project Dates: 1/02/2021-30/04/2021
Final Budget: \$605,000

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

We did meet the scope and cost goals but were lacking in the time goals. The team has weak time management and may sometimes be too slow when getting the job done. The scope goals were exceedingly met, including the cost goals, which was not overspent.

b. What was the success criteria listed in the project 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 system manages to detect at least 70% of fake news given and has an average of 90% success rate.”

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

The system managed to detect an amount of 70% of fake news apart from real news. The system also gives a 90% success rate when detecting fake news.

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

The main lessons we learned include the following:

- Good communication between the team members and with the customer/stakeholder is important to achieve the project success. We had meetings regularly to let everyone in the team know well about the who is doing for which part and the progress of each other. We also had group discussions every time when there are problems existed in the development process of the project to get the best solution which is agree by everyone. We also communicated with stakeholder before and during the process of developing the project to make sure our project is in right way which is expected by the stakeholder/customer. We informed and asked for the opinion/permission from the stakeholder every time when there are any changes in the project to make sure what we are doing were still fulfilling the requirements for the project.
- Good time management was essential. Good time management for the project will help us to manage the tasks for the project more systematically and finish all the works on time. Unfortunately, our team did not plan well in the time management for our project. The time we used to complete this project had exceeded the estimated time due to the reason that we have wrong estimation of time on completing some of the tasks in this

project, such as the system implementation phase of this project had taken a longer time than what we expected. Thus, we need to communicate with the stakeholder again to extend the time given for our team to finish the project. This had given a lesson to us that we should be aware on the time management when working on the project.

- Teamwork was important when working on the project in a team. Since we need to separate the works between the team members, to make sure the works done by everyone are consistent and follow the requirements stated for this project, we had developed a team contract for the project team. Everyone in the project team was required to follow the team contract when working on the project. The result from this was everyone done their part strictly followed the requirements for the project and the it was easier to compile everyone's works since all the works are consistent by following the team contract.