

Statement of Project Completion

In order to ensure satisfactory delivery of the final information systems project, we ask clients and teams to fill out the following form. This form must be signed and delivered to your faculty advisor before any grade can be issued for the team. The team will see that the signed document is delivered; you can leave it with them. Thank you for the opportunity to serve you this semester.

A. Delivery of Materials

We, the AACI, verify that we have received the following materials from the Carnegie Mellon University IS Project Team in satisfactory condition:

Item Delivered	Date Delivered	Client Initials
All system software: all system files and databases* are installed on the client server(s) and the system is in working order	4/14/20	JL
Printed copies of any and all usernames and passwords needed to log into the system	4/29/20	JL
The client has been given either a repository or a CD containing all system files and databases*	4/29/20	JL
Printed or electronic copy of a technical manual to guide future development teams in extending or otherwise modifying the system	4/29/20	JL
Written instructions for reinstalling the system should that be necessary (may be included in technical manuals)	4/29/20	JL
Printed list of any outstanding issues remaining with the system development	4/29/20	JL
Any training of client staff that is deemed necessary has been completed	4/29/20	JL
Copies of any additional training materials that have been produced (specified here)	4/29/20	JL

"all system files" includes, but not limited to, all source code files, online help files, copies of databases, project or make files, installation files, and any other appropriate files needed for the system to function properly.