PROJECT CLOSURE REPORT

Purpose: This report should be completed at the end of a project.

Project Name	**Academy**
Project Team	**T33**
Company Name	**N/A**
Company Contact	**N/A**
Project Actual Start Date	**2020-01-05**
Project Actual End Date	**2020-03-27**
Reason for Project Closure	**End of academic term**
Client Acceptance Date	**2020-01-05**
Project Description	*Academy is a detail focused social media platform intended to be applied in academic, post-secondary institutions. The vision of the project is centered around helping students to maximize their educational experiences by providing subtle and effective guidance and social structure through three main modules which are Academic Support Network and Extra Curricular Broadcasting*

CLOSURE ACTIVITY CONFIRMATION

Item	Confirmation	Comments
Project Considered a Success	**Yes**	*The team is going to take some time to celebrate the project success as soon as Toronto is not longer under quarantine. This is a big achievement for the team members, so this milestone requires a call for celebration.*

RELEASE OF HARDWARE / SOFTWARE

Item	Description	Release Date
MEAN Stack Back-End	API client data handler	2020-03-30
MEAN Stack Front-End	API server data handler	2020-04-06
Live Website	Web Platform to access the application	2020-04-06

PROJECT ARCHIVAL LIST

Project Deliverables Report			
#	File / Email Description	Document Location	Storing Media (Hardcopy/Softcopy)
1	Project Vision	T33_ProjectVision	Softcopy
2	Project Plan	T33_ProjectPlan	Softcopy
3	Wireframes	T33_Wireframes	Softcopy
4	Business Requirements	T33_Business_Requirements	Softcopy
5	Analysis Design Requirements	T33_Requirements_Analysis_Design	Softcopy
6	Project Status Report 1	T33_Project Status Report_1	Softcopy
7	System Implementation	T33_System_Implementation	Softcopy
8	Project Status Report 2	T33_Project Status Report_2	Softcopy
9	Project Status Report 3	T33_Project Status Report_3	Softcopy
10	Project Summary	T33_Project_Summary	Softcopy
11	Final Presentation	T33_Project_Final_Presentation	Softcopy
12	Live Website	T33_Website	Website

RE-USABLE COMPONENT / TOOLS DEVELOPED

#	Re-usable Component / Tools Name Description	File Name
	N/A	

PROJECT VALUE/BENEFITS

Provide a summary of the value/benefits of this project and indicate whether they have already been realized or will be realized in the future.

#	Value/Benefit	Realized / Future
1	Brings students closer, enabling them as a community	Realized
2	Academic resources gathered in one place	Realized
3	Awareness is raised – students are more aware of academic events	Realized

LESSONS LEARNED

Include any technical, managerial lessons learned, preventative measures for issues faced, and aspects of the project that had a positive impact on the success of the project.

#	Description / Explanation of Lesson Learned
1	The value of Academy is incredible since this application is at the same time a Community Enabler and a Academic Boost tool.
2	Team Work is essential for the success of a project in web development.
3	The Design and Testing phases were crucial for this application, and they made the difference in deadlines and User Experience as well.

BEST PRACTICES

Identify any innovative methods, techniques, processes developed, as well as any other best practices used on the project.

#	Description of Best Practice
1	**Agile methodologies** were used throughout the whole project. These practices made the difference for the success of this project.

PREPARED BY

Project Team	ACADEMY TEAM		
	(name)	(signature)	(date)
T33	NATHALIA SILVA	N.S.	04/09/2020
T33	YURI KUSIK	Y.K.	04/09/2020

HANDOVER APPROVALS

Stakeholder/Industry partner Name and Title	N/A

PROJECT CLOSURE APPROVAL

Stakeholder/Industry partner Name and Title	N/A

Document Reference: www.ocio.gov.nl.ca/OCIO/pmo/docs/**project_closure_report**_template.docx