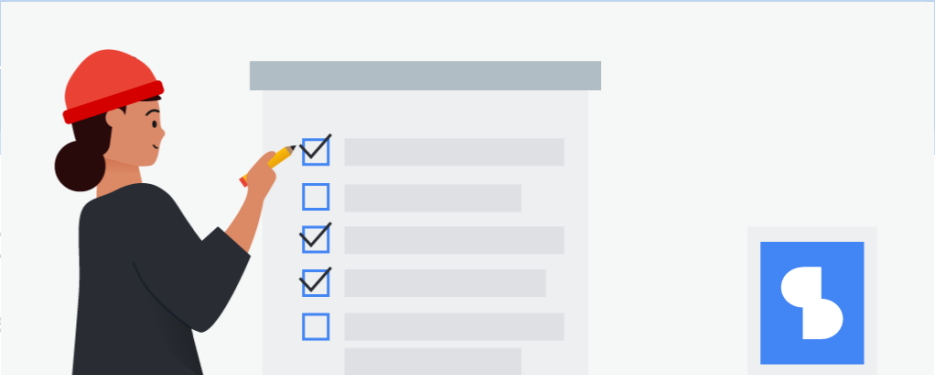


# Closing a project

Infographic and categorization

## Conduct closing process

Select each of the circles in the closing process.



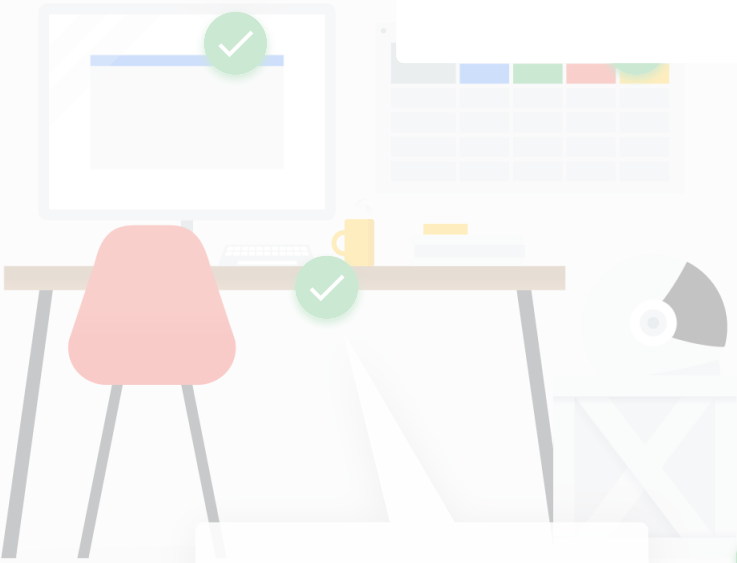
### Complete any necessary follow-up work

Ensure that your team follows up on the action items that you established during your retrospective. Follow up with your outside vendors to uncover any final pieces of feedback about the project phase.

Complete any necessary follow-up work

Put together closing documentation

GOT IT

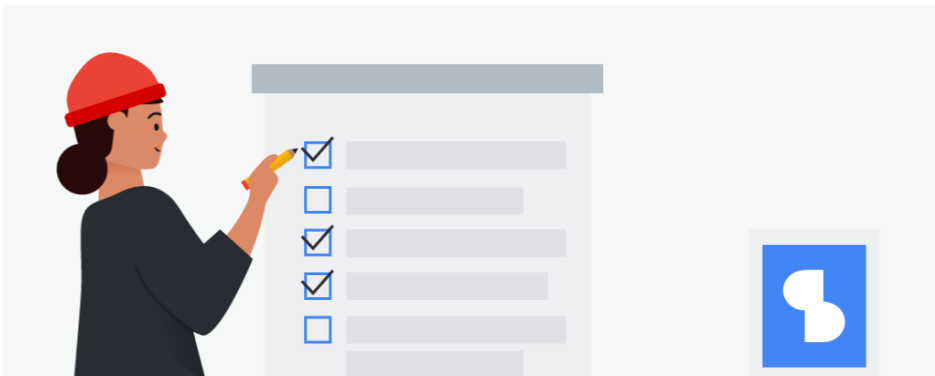


Make sure all stakeholders are aware that this phase is ending

Conduct administrative closure of the procurement process



Next: project closeout reporting



Complete any necessary follow-up work

Ensure that your team follows up on the action items that you established during your retrospective. Follow up with your outside vendors to uncover any final pieces of feedback about the project phase.