Project Post-Mortem

Objective

This document is to help an organization assess an individual project lifecycle. Determine what was done successfully, what was done poorly, what can be improved, and what was done in the recently completed project that can be implemented in future projects.

What did we do Well?

What are the successes of this project?

Were there any new components of the implementation that helped with the success of the project?

What did we do Poorly?

What part of the project did not go well?

Where were the lapses in the project lifecycle?

What can we Improve?

Where can we improve on a project to ensure a more successful lifecycle in future work?

How would the suggested items above help the organization and future work?

What was done that we should Carry Over to Future Projects?

What are the parts of the project that need to be carried over to future work?

What parts of the project need to be dropped within the lifecycle of any future work?