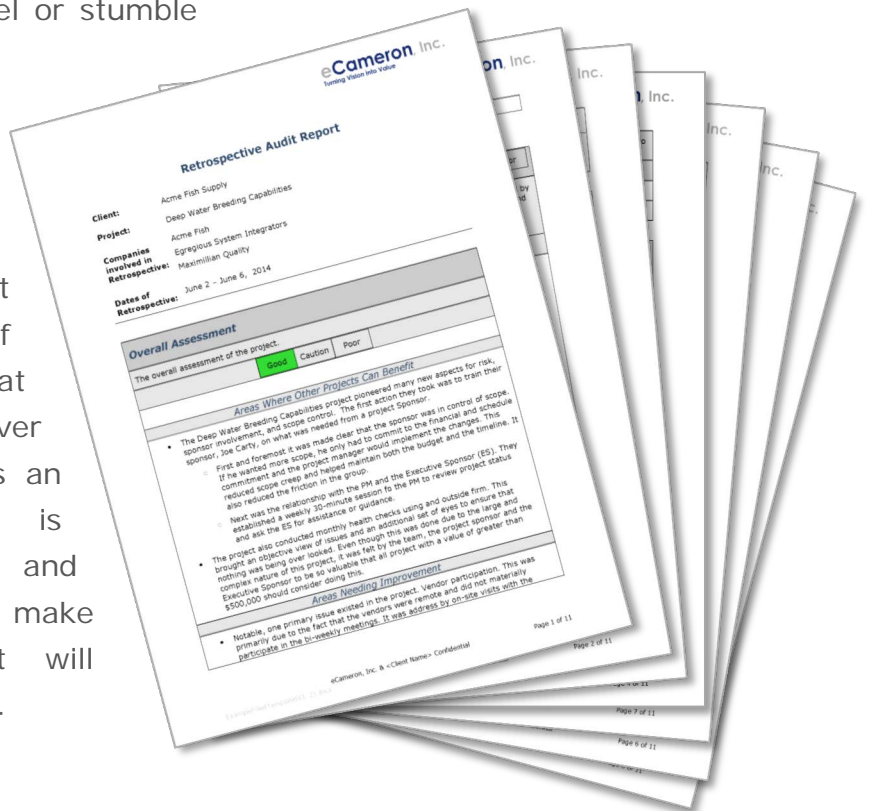


Project Retrospective

Assurance • Experience • Trust

Even well run projects have lessons that we can learn. Performing a retrospective on a project allows you to capture the highs and lows of a project and integrate that information into a library for others to use. The lessons could be about handling risk, a new process for you company, allocation of resources, or a multitude of other data. Without discussing and capturing that item, you are left to reinvent this wheel or stumble

in the same hole in the future. Objectivity, experience, and an unbiased perspective are key for conducting a value-laden retrospective that solves problems instead of looking for blame, and that complements team work over the individual hero. It takes an experienced outsider who is removed from the history and politics to see the issues and make the recommendations that will maximize the lessons learned.



Benefits:

- Independent, un-biased review of organization and project issues identified at their root causes.
- Create proactive actions to address issues at their root causes reducing the chances of reoccurrence.
- Identification of potential mitigations for risks.
- Expert visibility and insights that will assist in ongoing sponsorship, governance, and execution of future projects.

FOR MORE INFORMATION

Call:

(360) 834-7361

Email:

savannah.rogers@ecaminc.com

VISION to VALUE

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What It Consists Of:

Retrospectives consist of a three-part analysis of the project.

1. Document review: Reviewing the project artifacts to understand its stated goal.
2. One-on-one interviews with key individuals on the project.
3. A facilitated group session with the primary project team members to discuss issues in an open forum to understand what the group feels were key success and failures.

What You Get:

Within a few days of the onsite interviews and facilitated session, you will receive a Retrospective Audit Report that identifies the project's successes and failures that includes a prioritized ranking of what needs to be addressed. With this report will be an executive presentation of the findings and actions required.

How It Works:

Close to the end of a project, while the resources are still available, project documents will be reviewed, team members interviewed, and a team retrospective conducted. These activities are conducted remotely and onsite as determined in that initial needs assessment. The length of the engagement is dependent upon the size of the project. The culmination is the delivery of a Retrospective Audit Report and an executive presentation and walk-through.

Areas Analyzed

- Organization
 - Accountability
 - Strategy and Goal Alignment
 - Organizational Management
 - Inter-Organization Coordination
 - Roadmap
 - Governance
- Financial
 - Budget/Project Burn Rate
 - Funding
 - Procurement
- Project Management
 - Management
 - Scope
 - Schedule
 - Risk Management
 - Key Metrics
 - Contract Management
 - Change Control Processes
- People
 - Stakeholder Management
 - Human Resources
 - Communication
- Project Delivery
 - Project Content
 - Technical Environment
 - Testing
 - Data Quality
- Deployment Planning
 - Change Management
 - Business Processes
 - Implementation Planning
 - Training (Deployment)
 - Production Support
- Production Operations
 - Production Support
 - Business Operations
 - Training (New Employee)
 - Perceived Value