

Handover

SERVICE DESK

SYSTEM MAP

ASSET

MAINTENANCE

PROJECT

1. Information

2. Processing

3. Plan / Carry out

4. Status

5. Handover

Project: #1 - "Implementing Teams"

▲ Project Information

Plan

Purpose:

Save costs by allow home office

Risks:

Employees less efficient

Deliverables / Goal:

Implement Teams within 3 weeks

Gain:

Employees can work from home if pprevented from going to workplace

Budget:

Cost budget:

Budgeted time consumption:

Estimated Start Date:

Estimated End Date:

100,000

50

2020-06-18

2020-07-18

Actual cost:

Actual time consumption:

Actual start-up date:

Actually ended:

0

0

2001-01-01

2020-06-23

▲ Attachments

Templates:

Upload Attachment:

Velg filer

Ingen fil valgt

Handover

Purpose:

In what way has the project helped to achieve the company's strategies and goals?

Risks:

Were the risks identified in advance? What unknown factors affected the result? What can we learn from this?

Deliverables / Goal:

How did the project perform against planned goals and tolerances for time, cost, quality, scope, gains and uncertainty?

Gain:

Review of business case with documentation of achieved and remaining gains, net gains and deviations.

Budget:

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- «Close project» only open to project manager
- «Delete project» only open for admin