

Project Closure

Project closure formally concludes the implementation process and confirms that all contractual and technical obligations have been fulfilled.

The objective is to ensure a smooth transition from implementation to operational support.

Closure Activities

The reseller should:

- Conduct final client review.
- Demonstrate completed solution.
- Deliver technical documentation.
- Transfer administrative access.
- Provide user training if required.
- Obtain project acceptance.
- Archive project artifacts.

Final Deliverables

Typical deliverables include:

- Source code
- Technical documentation
- User manual
- Deployment guide
- API documentation
- Test reports
- Project report

Lessons Learned

Following project completion, the reseller should participate in a project retrospective covering:

- Successes
- Challenges
- Improvement opportunities

- Client feedback
- Technical recommendations

Project closure is complete once the client has formally accepted the solution and all documentation has been submitted.

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