

Final Project Status Report

Eco-Natural Skin Care Australia Business Website Development Project

The following is a final project status report as per the agreed communication processes.

Overall outcome

The web site is now live.

There has been very positive feedback amongst all staff about the look and content of the web site. Feedback also referenced the accessibility and user friendliness of the website.

The website designers were very professional and easy to deal with.

The training occurred at a reduced budget but was still very successful in terms of addressing the training needs identified (how to make changes to the website and blogging).

All documentation is available under the folder Project – Website as part of our Intranet.

Scheduling and communication

The project commenced with a meeting with Ezy-As Web Solutions website developer to discuss the brief for the website. A further meeting was held to confirm the brief.

Following this, no meetings occurred until the website developer communicated that this was delaying the work. Following that, meetings were held as per schedule.

All other project communication, including status reports and internal meetings and communication, occurred as agreed. This included a Change Request for video capability to be added to the website, which varied the budget.

Project budget

There was a budget overrun as follows:

Budgeted expenses		Actual expenses	
Website	\$13,000	Website	\$13,000
Shopping Cart	\$2,000	Shopping Cart	\$2,200
Google analytics plug-in and training	\$1,500	Google analytics plug-in and training	\$2,000
Website Training	\$4,000	Website Training	\$3,000
Hosting (first year)	\$500	Hosting (first year)	\$500
Video Capability Change Request	\$4,000	Video Capability Change Request	\$4,000
TOTAL	\$25,000	TOTAL to date	\$24,700

Con Kafatos, Project Manager, CBSA