

Eco-Natural Skin Care Australia Trade Show Promotion Project

Project Evaluation Report

Performance against Quality Objectives

(80 to 100 words approx.)

Students must list the quality objectives for the project as per their quality management plan and provide an evaluation of how the project performed in terms of quality objectives as per the Final Project Status Report. Wording may vary but must reflect the following:

Effective project delivery: To facilitate the delivery of the project on time and within allocated budget and successful achievement of the project objectives

Customer satisfaction: Effectively promote Eco-Natural Skin Care's beauty and skincare products to visitors at the trade show.

The project was delivered on time but an additional \$1,000 was required for a large computer screen.

There were 2000 visitors to the booth each day and an increase in we traffic coincided with the show and the distribution of promotional materials.

Performance against Quality Standards

(100 to 250 words approx.)

Students must outline the quality standards for the project as per their quality management plan and the standards and quality metrics identified in assessment task 5.

The format of responses may vary (for example, the student may list the standards and include an evaluation under each standard or provide this as two separate headings. Therefore, word count may vary depending on how the student formats and explains their evaluation).

The review must include the following standards and metrics:

- *Quality Standard 1: Clear communication of goals and status of project to project team members and external stakeholders as required.*
- *Quality Metric: All project team members and external stakeholders are regularly informed about project status and goals.*

- *Quality Standard 2: Allocated budget is achieved.*
- *Quality Metric: Budget of \$10,000 is not exceeded.*

- *Quality Standard 3: Project schedule is achieved*
- *Quality Metric: Design of brochures, booth and printing is achieved within 5 weeks*

- *Quality Standard 4: The booth effectively promotes Eco-Natural Skin Care's beauty and skincare products to visitors at the trade show*
- *Quality Metric:*
 - 80% customers satisfaction with brochures/flyers and booth display*
 - Number of visitors to the booth*
 - Number of products sold at the trade show*
 - Printed materials meet accessibility standards*

This document is Project Evaluation Report Assessor.
It is part of the supporting assessment resources for Assessment Task 7 of BSBPMG532.

Students must review performance against each standard. Students may use different wording must answers must reflect the following:

- *Quality Standard 1: Clear communication of goals and status of project to project team members and external stakeholders as required. Achieved.*
 - *Quality Standard 2: Allocated budget is achieved. Quality Metric: Budget of \$10,000 is not exceeded. Not achieved. Additional \$1,000 for large computer screen.*
 - *Quality Standard 3: Project schedule is achieved. Quality Metric: Design of brochures, booth and printing is achieved within 5 weeks. Achieved.*
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- *Quality Standard 4: The booth effectively promotes Eco-Natural Skin Care's beauty and skincare products to visitors at the trade show*
80% customers satisfaction with brochures/flyers and booth display. Achieved 90% satisfaction
200 visitors to booth each day
\$20,000 products sold
Printed materials meet accessibility standards
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Recommendations and Lessons Learned

(7 to 20 words approx.)

Students must document recommendations and lessons learned. Wording may vary but must include the following:

Recommend that this project now be closed.

Students may include:

Other recommendation such as allowing for a contingency budget to be incorporated into budgets