

Project Review

Project Title:	Job number:
Client:	Job dates/duration:
Client contact:	Review date:
Agency team:	

Original budget: \$	Total spend: \$
Was your client happy with the outcome?	How do you know?
What was the customer experience like for your client?	How could the experience have been improved?
Project goals (KPIs): 1. 2. 3. 4.	Were the goals met? 1. 2. 3. 4.
What worked well:	
What didn't work well:	
What would you do differently next time?	

Key points of learning:

Additional information / comments