

Project Report

The project report is written both individually and in group 1,2,3 is written in group and 4 and 5 is written individually.

The last thing to do when finalizing the project is the writing of the project report. The project report, due **June 3 at 23:59**, should be around **6 pages**.

The focus is on analyzing the sustainability aspects of your project as well as a self evaluation on how you delivered on your goals, how you followed your original plan and what experiences you will take with you to future projects. NOTE: the reports you will write are a bit unlike other project reports since your reports will contain a section where you **critically analyze** how your projects will/can/has lead to sustainable development. The main emphasis is not on describing your projects as success stories where you only describe and analyze the possibilities and positive aspects of your projects, but also the limitations of your projects (but of course: highlight your achievements and successes). How far will your projects, or the approaches used and issues dealt with within them, take us on the road towards sustainability?

The assignment connects to the following course objectives:

- *thoroughly describe a delimited part of the sustainability challenge*
- *plan, carry out and present a project work that applies theoretical knowledge and contributes to a sustainable development*
- *account for and evaluate the practical problems that can arise when working with projects;*
- *account for and critically relate to the practical and ethical dilemmas that can arise when working for a sustainable development.*

Instructions:

Use Times New Roman, font size 12 and 1.5 line spacing. Put your name on the top of each page. For the title of the document, use your name plus Project Report. Use a proper system for references; Oxford or Harvard, include page number Harvard (2012, p.212).

Please use the following format for your report.

1) Original and revised project goals

1.1 Description of the project goals and any eventual changes you made during the project.

1.2. People and roles

1.2.1. Core project members:

1.2.2. Sponsors:

1.2.3. Contact Persons:

1.2.4. Other relevant people connected (if any):

2) Achievements compared to the project's goals

2.1. Project objectives

How well did you deliver on your project goals? Are some goals not yet delivered upon?
If so: how will this be handled?

2.2. Time limits – duration, dates for start and finish

Did you follow your original time plan (Appendix A in the project plan)?

2.3. Limits for working hours

How did you follow your original resource plan (Appendix B in the project plan)?

3) Critical analysis of the project and sustainability (This is an important section. Use at least 2 pages for this analysis.)

3.1. Contribution to sustainable development

Make a critical analysis of how your project has contributed to sustainable development. Highlight your achievements and successes but don't forget to analyze the limitations of your Project. How far will your project take us on the road towards sustainability?

3.2. Future implications

If you would do your project again, would you do it in a different way? If so, why? What are the insights you have made in terms of sustainable development in your area?

4) Lessons learned and proposals for improvement (make at least 2 references to course literature or other relevant literature). This part is written individually.

4.1. Lessons

Self evaluate how well you succeeded – both when it comes to realizing your project goals and how well you worked (individually and, if you were more than one, group wise)

4.2. Management, organization and cooperation:

How was the organization and management and cooperation within the project?
note 2-3 things that worked well and 2-3 things that could be improved.

4.3. Project work:

Was the time you invested in the project not enough, just right or too much – relative to your project goals and the scope of the course? What experiences will you take from your role and work in this project to future projects?

5) Other reflections and thoughts.

Anything that is related to the project.