# Lessons Learned Questionnaire - <Project Name>

1. What was the single most frustrating part of our project?
2. Are you proud of our finished deliverables (project work products)? If yes, what's so good about them? If no, what's wrong with them?
3. Describe any training and skill development that should be considered for our team to be better prepared for this type of project in the future.
4. Describe why the project was completed under, within, or over budget.
5. How should the project management process be improved in the future?
6. Provide a description of the major risks identified for the project and how they were handled.
7. How was change management handled during this project? What were the major project changes that occurred?
8. Was the communication process effective? Were there any major areas of misunderstandings or miscommunications during the project?
9. In hindsight, were there any topics that would have been helpful to have communicated much earlier in the project?
10. If you could wave a magic wand and change anything about the project, what would you change?
11. How were expectations related to the delivered product or service different than expected?
12. What is the primary lesson learned on this project?