Retrospective evaluation of project

What did we want to change? (eg. a service or behaviour)

How did we want to go about creating that change?

Where and when did we test out the change?

Who did we test it with?

Who helped us to test it for the first time?

Was any training or support needed to make the tests happen?

How did we know that it worked / that is has been successful?

What is different?

How are people experiencing the change?

What can we now do to help spread the idea?

Are there still things to do before we can call the project successful? If yes, what?

What were the perceived barriers and risks to the project working?

Did we overcome these? If yes, how?

ACTIONS from discussion

What	Who	When