

Project Manager Self-Reflection Template

1. Project Overview

Project Name:

Timeframe:

Team Members:

2. Achievements & Successes

What went well in this project?

Milestones you are proud of:

3. Challenges Faced

Major obstacles encountered:

How were these challenges dealt with?

4. Communication & Collaboration

How effective was team communication?

Collaboration with stakeholders:

5. Lessons Learned

What would you do differently next time?

Processes or skills to improve:

6. Next Steps

Actions or recommendations moving forward: