

Go Live Checklist (Starting Point)



Testing and Sign Off

Support Team

Training & Communication

Has user acceptance testing been completed?

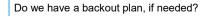
Have all issues related to going live been resolved?



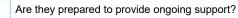
Has the appropriate party (Project Sponsor or other) given acceptance to proceed with moving the delivered system, service or product into production?

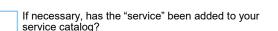


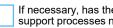
If applicable, has your Change Control Board been notified?



Have your support staff been trained and/or provided documentation?







If necessary, has the vendor been notified that their support processes need to be engaged?

Do you have a clear plan for "Day 1" support procedures, and has that been communicated to the team?

Has training been provided to employees/users, and iob aids/videos made available?

Has the go live date and other important information been communicated to all project stakeholders?

Go / No Go Meeting Are we ready? Is it a go?