

RELEASE PLANNING CANVAS

Gaining alignment and clarity at the
start of a software release



TRANSFORMATION
LABS

Print and use any of the following pages as needed.

They are the same canvas but with different levels of notes and instruction.

RELEASE PLANNING CANVAS

Release Name/Version

Date:

Objectives Why is this release being planned? What are the main business or technical goals to achieve?

Why

Stakeholders Who are the key people responsible for this release?

Who
(Internal)

Target Milestones/Dates
Major milestones & proposed dates

When

Personas Who are the key personas (user archetypes) that the functionality will target

Who
(Customer/External)

Epics/Functionality What are the key Epics and/or functionality planned for this release

What
(Will be delivered)

Challenges/Risks What business, project or technical challenges could impact this release?

What
(Uncertainty)

Success Metrics How will we measure the success of this release?

How

Other Activities Other key asks that are critical for release success. E.g. training, data migration, operations readiness etc.

What
(Else)

RELEASE PLANNING CANVAS

Release Name/Version

Date:

Objectives Why is this release being planned? What are the main business or technical goals to achieve?

Stakeholders Who are the key people responsible for this release?

Target Milestones/Dates
Major milestones & proposed dates

Personas Who are the key personas (user archetypes) that the functionality will target

Epics/Functionality What are the key Epics and/or functionality planned for this release

Challenges/Risks What business, project or technical challenges could impact this release?

Success Metrics How will we measure the success of this release?

Other Activities Other key asks that are critical for release success. E.g. training, data migration, operations readiness etc.

RELEASE PLANNING CANVAS

Release Name/Version

Date:

Objectives

Stakeholders

Target Milestones/Dates

Personas

Epics/Functionality

Challenges/Risks

Success Metrics

Other Activities