

User

Turn our release checklist into a short handoff note.

ChatGPT

Release handoff

A small checklist for a calm launch.

Before you publish

- Review the final copy and screenshots.
- Check the export in every supported format.
- Keep a copy of the release notes.

Owner checklist

Task	Owner	Status
Product review	Design	Ready
Export checks	Engineering	Ready
Release notes	Support	Ready

Quick check

```
const ready = checks.every(check => check.passed);
```

Save the handoff as a PDF to share, or keep an editable copy for the next release.