



The Face Cosmetics Inc. / 7 Feb 2020 / Shiela Candae

Product Launch Checklist

Complete

Inspection score	Failed items	Created actions
66.67%	3	1
Site The Face Cosmetics Inc.		
Conducted on <input type="checkbox"/> 7th Feb, 2020		
Prepared by (Full Name) Shiela Candae		
Location 5000 Estate Enighed, Independence, KS 67301, USA		

Failed items

3 Failed

Inspection / Product Launch Checks

Do products pass quality checks and beta testing?	No
<p>– Notes</p> <p>Beta testing failed - 5/10 people have allergic reaction with the product</p> <p>– Actions</p> <hr/> <p>ToDo Hi Carl, Any update on this?</p>	
Does the announcement plan complete?	No
<p>– Notes</p> <p>Beta testing is not yet done. Need to redo the test on Feb 10, 2020 to finalize the launch date</p>	
<h3>Inspection / Completion</h3>	
Overall Completion	Fail

Actions

1 Action

SafetyCulture Staff created a High priority action for

To Do  10th Feb, 2020 5:00 PM +08


Hi Carl,
Any update on this?

Do products pass quality checks and beta testing?
Inspection / Product Launch Checks

Inspection

3 Failed 1 Action 66.67%

General Information

Objective Facial Toner for Sensitive Skin
Special Instruction of product design Brand Name: Use Font: Montserrat Classic Font Size: 5
UX Design
– Photos  Photo 1

Product Launch Checks

2 Failed 1 Action

Does the product comply with regulatory standards?	Yes
Does the product adhere to given specifications?	Yes
Do products pass quality checks and beta testing?	No
– Notes Beta testing failed - 5/10 people have allergic reaction with the product	
– Actions To Do Hi Carl, Any update on this?	
Does the product documentation and user manual available?	Yes
Does the pricing and billing option was set across the organization?	Yes
Does the distribution plan and strategy were discussed within the organization?	Yes
Does the announcement plan complete?	No
– Notes Beta testing is not yet done. Need to redo the test on Feb 10, 2020 to finalize the launch date	
Do you prepare advertising for the launch campaign?	Yes
Are all support teams trained with the new product?	N/A

Completion

1 Failed

Overall Completion

Fail

Observation and Recommendations

Beta testing should be done on or before Feb. 10, 2020 to finalize the launch date.

Officer in charge (Full Name and Signature)



Shiela Candae

7th Feb, 2020 2:28 PM +08



Photo 1