

RELEASE PREP WINDOW:

AUGUST 15 - SEPTEMBER 19

WHAT TO PRIORITIZE RIGHT NOW

-  Review the **What's New** report and Release Notes
-  Test the feature release
-  Check for delivery date changes
-  Work with TopBloc to resolve questions or issues
-  Plan change management activities
-  Optional: lock your production tenant



HOW EVERFORTH TOPBLOC CAN SUPPORT YOU:

Included for Help Desk Clients



Regression Testing Support:

Submit Tickets for each functional area, with up to 30 test cases.



Release Feature Review & Recommendations:

Get expert guidance on the new features most relevant to each functional area.



Curated Release Highlights:

Receive a presentation deck featuring the updates we identified as most beneficial for your organization.



PRODUCTION RELEASE:

SEPTEMBER 19



WHAT TO DO ON RELEASE DAY

-  Confirm the release is live in Production.
-  Validate priority business processes and critical workflows.
-  Spot-check integrations, reports, security, and other key configurations.
-  Monitor for unexpected issues or changes.
-  Submit support tickets as needed.
-  Communicate release status and any important updates to stakeholders.

REACH OUT TO YOUR CLIENT PARTNER FOR ANY QUESTIONS