

## Your Roll Out Plan

## The Glean for Education Playbook



## Introduction

This checklist lays out the steps you now need to take to make your Glean rollout a success. Simply fill in the blanks with the target date and team members responsible for each task to get started.

Once you've completed this form, send it to your Glean Customer Success Manager for advice and feedback. With that done, you can get to work!

This is an interactive PDF, so make sure you save it each time you make changes.



## As a team consider the following:

- Who will you invite?
- How will you let know about Glean?
- When will you invite them?
- What additional resources and support will you offer?
- How will you follow up to ensure usage?

Be sure to check out the additional resources and stages highlighted in the playbook

Step Ass	ig

ned to	Target date	Done