



# SHAREPOINT END USER ADOPTION CHECKLIST

Accelerate user adoption and productivity with this End User Adoption Checklist from Content Panda

- ✓ **Define Your Vision**
- ✓ **Identify Executive Sponsors**
- ✓ **Identify Key Stakeholders**
- ✓ **Define Use Cases/Business Scenarios**
- ✓ **Gather Your Champions**
- ✓ **Release in Phases**
- ✓ **Create Communication Plan**
- ✓ **Provide End User Training**
- ✓ **Seek Out Thought Leaders**
- ✓ **Gamification - Make it Fun!**
- ✓ **Measure, Share, Iterate**