



Product Development Checklist (PDC):

Product Checklist:

- Target user and Type of product: Who is going to be the target user and how will they use the product?
 - Target user persona and his/her demographics are defined?
 - Target user pain points and needs are clearly identified?
 - Type of product to build: Mobile app, web application, hardware
- MVP Features: What will be the priority features to build MVP with limited development time?
 - Have a list of all features your product can potentially offer?
 - Have you prioritized the features that deliver most significant value to your target user with limited development effort?
 - Categorize features into Must Have and Good-To-Have category to help in prioritizing
- Wireframe/Prototype: What will be the user interface and flow of the product?
 - Developed wireframes or prototypes to visualize the user interface and flow? (use tools like Figma, uizard, Marvel)
 - Have you conducted usability testing with few users to test their experience?
 - Iterate on prototype based on feedback from users
- Early Adopters/Users
 - [Identify few early friendly users by trying out a variety of ways](#) to test your product and give feedback
 - B2B: 5-10 users; B2C: 30-50 users
- Feedback from Users: [How to collect user feedback?](#)
 - Develop personal touch with early users, get on calls to understand their difficulties in using the product, suggestions on any features etc.
 - Maintain an excel or a doc to document these feedbacks and suggestions

Tech checklist:

- Create a roadmap with weekly milestones (sprints) outlining the development of MVP features
- Do you have basic tooling and analytics installed to gather relevant usage data on your product?
- Tech stack and team fit: Which set of technologies to use to build the product? Will it be scalable? Does the team have expertise?
 - Evaluate various technologies and frameworks suitable for the product requirements
 - Choose a tech stack that allows you to put out your MVP the fastest.
 - The Founding team has expertise in the chosen tech stack?
- Iterations: How to make product iterations based on user feedback?
 - Analyze feedback to identify areas for improvement and prioritize future development efforts
 - Prioritise feedbacks/suggestions only for mass use
 - Establish a regular iteration cycle for continuous improvement based on user feedback
- Compliance and security check (GDPR)
 - Ensure compliance with relevant regulations such as GDPR (General Data Protection Regulation).
 - Implement security measures to safeguard user data and prevent unauthorized access.



Hiring and Budget checklist:

- Budget for MVP: How much will it cost to build the MVP?
 - What is the cost required to build the MVP including resources, tools, services etc
 - Does the founding team have money or need to raise from friends/family or externally?
- Hiring and Work allocation: Do the founding team need more employees/intern to build the MVP?
 - How many developers or designers will be required?
 - Need full-time employees or interns?
 - Allocate tasks efficiently to optimize productivity and deadlines

Team/Organisation Checklist for PD Stage:

- One Tech Founder builds the product and one Founder focused to get early users
- Budget planning to hire tech team/interns
- 2-3 Tech Interns, UI/UX Designer (contract)