

PRINTABLE RELEASE WORKSHEET

PDF Sewing Pattern Launch Checklist

One product. One version. A recorded decision before you sell.

PATTERN / PROJECT

RELEASE VERSION

REVIEW DATE

STATUS KEY P = pass F = fix before launch N/A = not applicable

Write P, F, or N/A in each box. Attach proof or a file/version reference on the line.

01 Files and print sizes

Check the exact files that will be uploaded, not only the design master.

☐ **01** Every promised PDF and print format is present, opens, and has a clear versioned filename.

Evidence: final file list / release folder

☐ **02** US Letter and A4 are exported and checked separately if both are advertised.

Evidence: page size readout and sample pages

☐ **03** Large-format or projector file dimensions and labels are checked if offered.

Evidence: dimensions / proof / device check

☐ **04** A test square prints at its stated measurement using the documented print setting.

Evidence: measured square, printer, paper, setting

☐ **05** Home-print joins, page numbers, margins, and registration marks align after assembly.

Evidence: assembled sample and pages checked

☐ **06** The uploaded/downloaded package opens on a second device; ZIP contents are explained.

Evidence: device and downloaded filename

Scale failure is a stop sign: a screen preview cannot prove physical print size.

PRODUCT AND LISTING

Make the promise match the files

Use the same release version for the pattern, instructions, and listing.

PATTERN / VERSION

REVIEWER

02 Instructions and size information

A maker should be able to understand the project without asking for missing basics.

- ☐ 07 Piece labels, cut quantities, notches, grainlines, and seam allowance agree with instructions.

Evidence: piece/instruction cross-check

- ☐ 08 Size chart, finished measurements, fabric, notions, and skill assumptions are accurate.

Evidence: chart and sample reference

- ☐ 09 Blocking tester feedback is resolved and affected steps have been rechecked.

Evidence: issue log / retest reference

03 Product listing assets

Show the real result and describe exactly what a buyer will receive.

- ☐ 10 The title and first screen say PDF digital download; no physical item is implied.

Evidence: mobile listing preview

- ☐ 11 Images are owned or licensed and accurately show the project, details, and size information.

Evidence: source/rights record and image sequence

- ☐ 12 Included files, paper sizes, printing steps, support, and permitted use match the release.

Evidence: listing-to-file comparison

CUSTOMER PATH AND DECISION

Launch only what you can support

A failed critical check stays open until the corrected version is retested.

STOREFRONT / PRODUCT URL

RELEASE VERSION

04 Delivery and support

Document the buyer path with the seller account you actually use.

- ☐ 13 File count, type, and size meet the current storefront rules; fees are checked locally.

Evidence: provider terms and date checked

- ☐ 14 Product visibility, checkout, receipt, download, and opening the files are tested.

Evidence: test order/date, or mark F if unverified

- ☐ 15 A real support route and correction/update process are visible to buyers.

Evidence: contact route and update procedure

05 Final release review

Keep this completed page with the release package for future corrections.

- ☐ 16 Final file manifest, listing copy, price, and product URL refer to the same version.

Evidence: version / last comparison

- ☐ 17 A second person or fresh review has checked unresolved issues and launch claims.

Evidence: reviewer and open-issue count

DECISION **GO / NO-GO (circle one)**

DECISION MAKER / DATE

NEXT REVIEW DATE

Open blocking issue or reason for N/A: