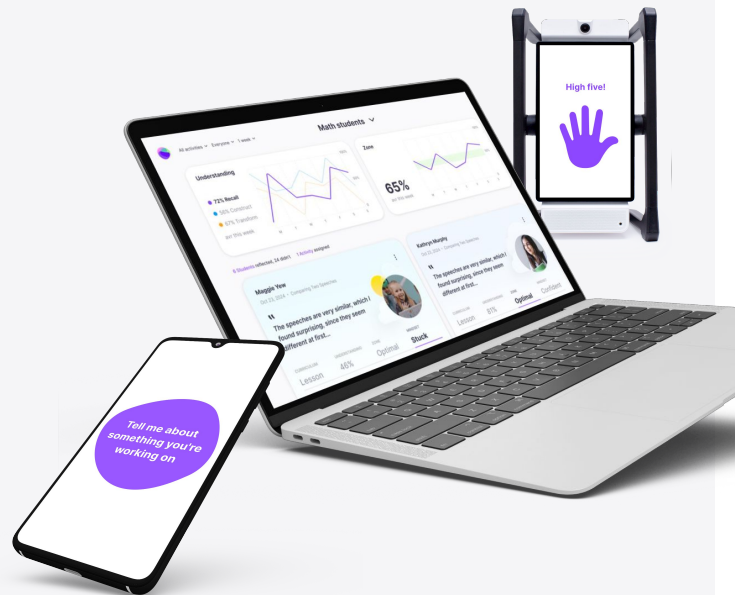# Mirror
Admin checklist

Before Launch (Identify timeline):

- ❏ Admin: Determine success outcomes (frequency of use, goal of use, timelines for user milestones)
- ❏ Admin: Determine who will have access to pro licenses, share list of emails with CSM
- ❏ Admin: Determine location of Mirror devices
- ❏ Admin: Complete eLearning

Launch (Identify timeline):
- ❏ Admin: Schedule introduction of Mirror for users
  - ❏ Share expectations, timeline, and eLearning

Implementation (Identify timeline):
- ❏ Admin: Set up check in for participants to review feedback, success stories, and questions
- ❏ Admin: Meet with CSM to track progress and review usage data

Swivl