Release Notes

[**Project/Product Name**] release number/release date/release note date& version

# Overview

# *An overview of the product and changes to the recent software version*

# Purpose

*An overview of the purpose of the release notes which lists the new feature, enhancements and defects of the current build.*

* **Impact Analysis**

*Detailed technical descriptions for the development work such as; functions, Scripts….etc.*

* **Issue Summary**

*Provides description about the defect.*

* **End-User Impact**

*Provides information about the end-users impact due to the defect/Release.*

* **Release info**

*Path, version, URL, contents [Files, DLLs, and Scripts & Docs names…etc.].*

* **Contact**

*Support contact information.*