Subject: Software Version Rollout Plan

Dear Development Team,

We are excited to announce the upcoming rollout of our new software version (Version 2.0). Below you will find important details regarding the rollout plan:

1. Rollout Schedule:

- **Beta Testing:** [Start Date] to [End Date]
- **Final Review:** [Date]
- **Launch Date:** [Date]

2. Key Features:

- Feature 1: [Description]
- Feature 2: [Description]
- Feature 3: [Description]

3. Responsibilities:

Each team member is expected to assist in testing and bug reporting during the beta phase. Please ensure you are familiar with the new features.

4. Feedback Loop:

We encourage everyone to provide feedback and report any issues during the rollout process to improve our product.

Thank you for your cooperation and hard work. Looking forward to a successful rollout!

Best regards,

[Your Name]

[Your Position]

[Company Name]