

VIBEMOTION LABS

90-Day PM

Onboarding Checklist

Make your mark in ninety days — the playbook senior PMs wish they had on day one.

\$9

Structured actions for every phase of your first three months in a new PM role.

Days

Listen and Learn

1–30

PEOPLE

- 1:1 with your manager — understand their definition of success for you
- Meet every engineer on your team individually
- Shadow three or more customer support calls
- Interview five or more current customers
- Meet all key cross-functional partners
- Understand the org chart — formal and informal power structures

PRODUCT

- Use the product every single day — log every friction point
- Read every PRD, spec, and post-mortem from the past twelve months
- Map the full user journey end to end
- Identify the top three user complaints from support data
- Understand all current metrics and their baselines

PROCESS

- Attend every recurring meeting — do not run any yet
- Understand how decisions are made and who has effective veto power
- Learn the release process and current sprint cadence
- Identify the team's single biggest bottleneck

Days

Build Credibility

31–6

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QUICK WINS

- Ship one small improvement with the team
- Write a crisp summary of your thirty-day learnings for your manager
- Fix one broken process that has been frustrating the team
- Take ownership of one recurring meeting and run it noticeably better

STRATEGY

- Draft a six-month roadmap proposal based on your research
- Share it with three senior stakeholders before presenting formally
- Present your roadmap to leadership — frame it as a hypothesis, not a decree
- Achieve alignment on your top three priorities for the next quarter

Days

Lead and Drive

61–9

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EXECUTION

- Lead your first full sprint planning session
- Run your first customer discovery session independently
- Write a PRD for your first major initiative
- Establish a metrics dashboard your team reviews weekly

RELATIONSHIPS

- Establish a regular feedback cadence with your manager
- Build one strong working relationship outside your immediate team
- Schedule quarterly business reviews with key stakeholders
- Document your team's working norms and decision-making process

NINETY-DAY SUCCESS BENCHMARK

At day ninety, you should be able to affirm each of the following:

- I understand our users more deeply than anyone else on the team
- I have shipped something meaningful that the team is proud of
- My manager trusts my judgment and escalates fewer decisions to me
- Engineering respects my technical understanding and rigour
- I have a clear six-month roadmap that leadership has endorsed