

CAPSTONE GOVERNANCE TEMPLATE

Capstone Execution and Defense Plan

Connect capstone scope, architecture, checkpoints, AI-change judgment, validation, residual risk, and final defense evidence.

Connect capstone scope, architecture, checkpoints, AI-change judgment, validation, residual risk, and final defense evidence. Use one identified candidate, system, operation, or decision per copy so the record remains reviewable.

USE THIS RESOURCE WHEN

- Use it to plan and defend one coherent capstone candidate from scope through final decision.
- Ownership, evidence, or decision authority must be explicit.
- Another person must be able to review or reproduce the result.



Free Academy resource

English • A4 edition • Fillable PDF • v1.0

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How to use it

Connect capstone scope, architecture, checkpoints, AI-change judgment, validation, residual risk, and final defense evidence. Use one identified candidate, system, operation, or decision per copy so the record remains reviewable.

HOW TO USE IT

- 1 Identify the exact subject and baseline before filling the working sections.
- 2 Separate verified facts from assumptions and unresolved questions.
- 3 Link evidence to the candidate, build, version, or decision it actually supports.
- 4 Record an accountable decision, owner, and next trigger before closing the document.

EXPLORE THE ACADEMY

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USE AND SHARING

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1. Promise and scope

Project / player promise

Be specific. Name the source, evidence, owner, and decision where applicable.

Success criteria and mandatory constraints

Be specific. Name the source, evidence, owner, and decision where applicable.

In scope / out of scope

Be specific. Name the source, evidence, owner, and decision where applicable.

System boundaries, owners, and invariants

Be specific. Name the source, evidence, owner, and decision where applicable.

2. Execution plan

Milestones — outcome / dependency / evidence / decision gate

Be specific. Name the source, evidence, owner, and decision where applicable.

Recovery baseline / checkpoint plan

Be specific. Name the source, evidence, owner, and decision where applicable.

AI use — task / brief / protected surfaces / human reviewer

Be specific. Name the source, evidence, owner, and decision where applicable.

Implementation order and safe intermediate states

Be specific. Name the source, evidence, owner, and decision where applicable.

3. Validation and risk

Validation matrix

Be specific. Name the source, evidence, owner, and decision where applicable.

Evidence plan

Be specific. Name the source, evidence, owner, and decision where applicable.

Stop / rollback conditions

Be specific. Name the source, evidence, owner, and decision where applicable.

3. Validation and risk — continued

Residual risks / uncertainty / owner

Be specific. Name the source, evidence, owner, and decision where applicable.

Final decision record

Be specific. Name the source, evidence, owner, and decision where applicable.

4. Defense record

Why this scope?

Be specific. Name the source, evidence, owner, and decision where applicable.

Why these owners and boundaries?

Be specific. Name the source, evidence, owner, and decision where applicable.

Which AI changes were accepted, revised, or rejected — and why?

Be specific. Name the source, evidence, owner, and decision where applicable.

4. Defense record — continued

What evidence demonstrates success?

Be specific. Name the source, evidence, owner, and decision where applicable.

What remains risky or unsupported?

Be specific. Name the source, evidence, owner, and decision where applicable.