

The PRFAQ document

01



Press Release

The press release (PR) is a one-page document explaining the vision for a business or product. It's a tool focused strictly on customers and not internal structure or financial goals.

Leap into the future imagining how you want customers to feel and experience a product, feature, or service that does not yet exist.

02



FAQs

The Frequently Asked Questions (FAQs) are up to 5 pages that complement the PR and dive into details.

There are two types of FAQs, Customer FAQs answer potential customer questions or concerns, and Stakeholder FAQs address internal questions such as business or technical choices and assumptions.

03



Visuals

Add visual information to the document, by showing a sketch of key elements of the user interface, a storyboard of the customer journey, or a high-level design and components of the solution.

Headline [Short, compelling description, 5-7 words]

Subheading [What is being launched, and the most important customer benefit]

1st

Short summary/“Elevator pitch”: Describe what you’re launching and the most important benefit + launch date to set expectations.

2nd

Customer problem/opportunity: Clearly explain the opportunity or problem you are solving with your product or service, make sure you focus on the customer problem.

3rd

Approach/solution: The vision for how to solve the customer problem. An overall description of the new product or service you are launching.

4th

Leader quote: A quote from an appropriate leader within your company. Reinforces the value that will be provided and articulates the vision of the solution.

5th

Customer experience/journey: Describe how customers typically encounter and use the new product or service.

6th

Customer testimonial: A fictional customer quote reinforcing why the customer cares. It is specific, believable, and uses a language they would use.

7th

Call to action: Where would users go to start using the product or service.

1st

2nd

3rd

4th

5th

6th

7th

Sixth paragraph

Customer Testimonial

This is a fictional customer quote reinforcing why the customer cares. It should be specific, believable, and use language they would use.

A typical structure would start with a sentence about the previous frustration, then describe how they started using the solution and how it changed their experience. It includes a specific event that demonstrates their delight and culminates in them advocating for others to use it.

1st

2nd

3rd

4th

5th

6th

7th

Anatomy of a Customer Testimonial

- Frustration before the solution
- Name and relevant info about the customer
- Discovery of the solution
- Key benefit(s)
- One delightful moment
- How it changed their reality
- Optional: Converted to an admirer/ambassador

Tips:

Use their style and vocabulary. They are NOT from you marketing department!
Make the emotion evident.

1st

2nd

3rd

4th

5th

6th

7th

Example of a Customer Testimonial

“Before ID-me, I struggled with keeping track of countless passwords and annoying verification processes every time I needed to access my accounts,” said Johan Andersson, 35, from Stockholm, “With ID-me, things are much easier. Just yesterday, I made payments in my bank, booked a doctor’s meeting for our son, and submitted an address change on Skatteverket – all in just 15 minutes and no SMS codes. It made my digital life so much simpler. I am telling all my family and friends that they have to use it, too!”

1st

First paragraph

2nd

The “Elevator pitch”

3rd

Short summary: Describe what you’re launching and the most important benefit + launch date to set expectations.

4th

5th

The first sentence establishes who the customer is and the benefit you will provide.

6th

Then summarize what you’re launching, using words your customer will understand.

7th

1st

2nd

3rd

4th

5th

6th

7th

Anatomy of an “Elevator pitch”

- Date and location of announcement.
- 1st sentence – solution name, customer characterization, main benefit.
- When/in what context is the solution relevant?
- The gist of how it works.
- Who is it available to?
- Selected metrics.

Tips:

Should clearly answer the WB questions.

Metrics and details should be one that customers care about – cost, speed, availability...

1st

Example of a "Elevator pitch"

2nd

STOCKHOLM – Dagens Nyheter – 1/1/2025.

3rd

ID-me now allows Swedish residents to easily and securely login to all online digital services. The service works with everything from financial services to healthcare and government platforms. It works through a free mobile app with a few simple taps. By providing a single, secure digital identity, ID-me empowers users to control and manage their personal information across a wide range of essential services with a single and hassle-free solution.

4th

5th

6th

7th

Full Press Release Structure

1st

First paragraph

2nd

The “Elevator pitch”

3rd

Short summary: Describe what you’re launching and the most important benefit + launch date to set expectations.

4th

5th

The first sentence establishes who the customer is and the benefit you will provide.

6th

Then summarize what you’re launching, using words your customer will understand.

7th

1st

First paragraph - example

2nd

STOCKHOLM – Dagens Nyheter – 1/1/2025.

3rd

ID-me now allows Swedish residents to easily and securely login to all online digital services. The service works with everything from financial services to healthcare and government platforms. It works through a free mobile app with a few simple taps. By providing a single, secure digital identity, ID-me empowers users to control and manage their personal information across a wide range of essential services with a single and hassle-free solution.

4th

5th

6th

7th

1st

2nd

3rd

4th

5th

6th

7th

Second paragraph

The Problem or Opportunity

Clearly explain the opportunity or problem you are solving with your product or service, make sure you focus on the customer problem (not the business problem).

Be factual, but compelling. Avoid overstatement. Include metrics that demonstrate the extent and impact of the problem/opportunity.

1st

2nd

3rd

4th

5th

6th

7th

Second paragraph - example

In today's digital world, verifying identity across different platforms has become cumbersome and frustrating. People need to remember countless passwords for different services - with different rules and security measures. Many existing methods of verification are unreliable, making it difficult to prove who you are. This leads to wasted time, frustration, and a lack of trust in online systems. The average person logs in to digital services 30-50 times a week. In the past year, thousands of fraudulent logins led to the loss of 12bn SEK.

1st

2nd

3rd

4th

5th

6th

7th

Third paragraph

The Approach or Solution

Clearly explain your vision for how to solve the customer problem. This is an overall description of the new product or service you are launching. Use clear customer friendly language and avoid jargon or marketing fluff.

1st

2nd

3rd

4th

5th

6th

7th

Third paragraph - example

ID-me solves these problems by providing one simple and secure way to verify your identity for all the services you need. Whether you're logging into your bank account, accessing healthcare, or signing important documents, you can use ID-me from any device. Instead of juggling passwords or carrying physical identification, you can confirm your identity with just your phone. Your personal information stays safe while you enjoy the convenience of fast, easy access to everything that matters.

1st

2nd

3rd

4th

5th

6th

7th

Fourth paragraph

Leader Quote

A quote from an appropriate leader within your company. The leader quote should reinforce the value that will be provided to customers at launch and articulate the vision of the solution and how it changes people's lives.

1st

2nd

3rd

4th

5th

6th

7th

Fourth paragraph - example

“ID-me isn’t just a digital identity - it’s the future of secure, hassle-free access to essential services. We’ve listened to what people need and created a service that makes life simpler and more secure. Our goal is to make sure everyone in Sweden can access the services they rely on without worrying about security or complexity,” said Eva Svensson, CEO of ID-me.

1st

2nd

3rd

4th

5th

6th

7th

Fifth paragraph

Customer Experience or Journey

Describe how customers typically encounter and use the new product or service.

Your goal with this paragraph is to show how easy it is and motivate the reader to want to try it out.

1st

2nd

3rd

4th

5th

6th

7th

Fifth paragraph - example

When a user logs into a service using ID-me, they open the ID-me app on their smartphone and scan the QR code provided on the website. Next, they confirm their identity with a fingerprint or a quick code, and within seconds, they can securely access services like banking, healthcare, or government platforms. They may also perform actions that require a verification step, such as money transfers, personal information updates, and ordering of services.

1st

2nd

3rd

4th

5th

6th

7th

Sixth paragraph

Customer Testimonial

This is a fictional customer quote reinforcing why the customer cares. It should be specific, believable, and use language they would use.

A typical structure would start with a sentence about the previous frustration, describe how they started using the solution and how it changed their experience. It includes a specific event that demonstrates their delight and culminates in them advocating for others to use it.

1st

2nd

3rd

4th

5th

6th

7th

Sixth paragraph - example

“Before ID-me, I struggled with keeping track of countless passwords and annoying verification processes every time I needed to access my accounts,” said Johan Andersson, 35, from Stockholm, “With ID-me, things are much easier. Just yesterday, I made payments in my bank, booked a doctor’s meeting for our son, and submitted an address change on Skatteverket – all in just 15 minutes and no SMS codes. It made my digital life so much simpler. I am telling all my family and friends that they have to use it, too!”

1st

2nd

3rd

4th

5th

6th

7th

Seventh paragraph

Call to Action

Describe where would users go to start using the product or service, or when can they get it (e.g., a link, an Appstore, a physical location).

1st

2nd

3rd

4th

5th

6th

7th

Seventh paragraph - example

Visit www.ID-me.se or download the app in the Appstore to get started.