



# Needs Analysis

(You can complete this form yourself, or we can discuss your needs face-to-face, over the phone, Skype, or in person.)

**Scope:**

-- Briefly summarize the solution you need created for you.

**Key Data Entities:**

-- List each of the key parts of your solution (customers, invoices, inventory, etc.)

**Data Importing & Connectivity Needs:**

1. Q: where does your current data reside?
2. Q: what programs are you currently using?
3. Q: Macs or Windows?
4. Q: how many machines will be using the new system?
5. Q: do you need mobile solutions (iPads or iPhones)?
6. Q: will this be hosted using FM Server, or peer-to-peer?
7. If you have samples of current forms used to input information, please include them.
8. Do you currently own FileMaker? If so, which version(s)?

**Desired Reports and Outputs:**

9. Please list all current reports you print up (include samples, if possible)
10. List all reports you will need from the new solution
11. Will the data you are generating need to be transferred into any other db system?

**Deadline:**

-- Please give some indication of any deadlines you are facing.

**Estimated Costs & Fees:**

-- Once we've completed a needs analysis, we can give you a better estimate of the expected costs. We will provide you with an itemized estimate of the major sections of your solution, and the cost for each of those so that you can pick out what suits your needs and budget.

## HighPower Data Solutions

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## **Payment Methods:**

-- We can receive payment by check, credit card, or PayPal at the time of delivery. (Your estimate will include the costs of follow-up "tweaking and tuning".)

**Credentials:** I am a Certified FileMaker developer, based in the US, with 15 years database design experience. I have created numerous commercial runtime databases for both Macs and Windows which are being used all around the world, as well as customized niche software for small offices and businesses.