

DoodleOne Needs Assessment Form

Organization name:

Contact name, phone, Email:

Current Filing Setup:

<p>1. How many filing cabinets are present in your department / company?</p>	<p> <input type="checkbox"/> < 5 <input type="checkbox"/> 5 - 10 <input type="checkbox"/> 11 - 20 <input type="checkbox"/> 21 - 50 <input type="checkbox"/> 51 + </p>
<p>2. Approx. storage space occupying the filing cabinets in Sq. ft.</p>	<p> <input type="checkbox"/> < 250 <input type="checkbox"/> 250 - 500 <input type="checkbox"/> 501 - 1,000 <input type="checkbox"/> 1,001 - 2,000 <input type="checkbox"/> 2,001 - 5,000 <input type="checkbox"/> 5,001 + </p>
<p>3. How many users need access to the documents?</p>	<p> <input type="checkbox"/> < 5 <input type="checkbox"/> 5 - 10 <input type="checkbox"/> 11 - 20 <input type="checkbox"/> 21 - 50 <input type="checkbox"/> 51 + </p>
<p>4. How many pages created per month?</p>	<p> <input type="checkbox"/> < 250 <input type="checkbox"/> 250 - 500 <input type="checkbox"/> 501 - 1,000 <input type="checkbox"/> 1,001 - 2,000 <input type="checkbox"/> 2,001 - 5,000 <input type="checkbox"/> 5,001 + </p>
<p>5. Do remote users need access to documents?</p> <p>How many?</p>	<p> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> <10 <input type="checkbox"/> 10 - 50 <input type="checkbox"/> </p>