

# MISys Needs Analysis

Company Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Contacts: \_\_\_\_\_ Date: \_\_\_\_\_

- How many employees \_\_\_\_\_ - In Mfg. \_\_\_\_\_

- How many system users \_\_\_\_\_ - Number of plant locations \_\_\_\_\_

- What software do you use now \_\_\_\_\_

- What type of network do you have \_\_\_\_\_

- How many workstations on the network \_\_\_\_\_

- Will you install programs on the network or locally \_\_\_\_\_

- Do you want to run your system on an Intranet or on the Internet? \_\_\_\_\_

- Will you integrate MISys with ACCPAC \_\_\_\_\_ Other accounting software? \_\_\_\_\_

- Which accounting modules will you use \_\_\_\_\_

- How many raw material inventory items \_\_\_\_\_ Finished Goods Items \_\_\_\_\_

- Do you need to track what is in WIP \_\_\_\_\_

- How many levels of BOM's \_\_\_\_\_

- What is your manufacturing process \_\_\_\_\_

Make to Stock    Make to Order    Job Shop    Repetitive    Discrete    Other

- What do you manufacture and how do you make it \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- What type of warehouse do you have \_\_\_\_\_

- How many warehouses \_\_\_\_\_

- How long does it take to manufacture your products \_\_\_\_\_

- How many work centers, stages, etc. for production \_\_\_\_\_

\_\_\_\_\_

- Who handles the inventory, purchasing, production, and reports \_\_\_\_\_

\_\_\_\_\_

- What inventory system do you use now \_\_\_\_\_

- Who controls the accounting \_\_\_\_\_

- Do you use a bar-coding system \_\_\_\_\_ - What do you use it for \_\_\_\_\_

- Where are the bottlenecks \_\_\_\_\_

- What are the frustrations \_\_\_\_\_

- Is there open communication between production, purchasing and accounting \_\_\_\_\_

- What are the lead times \_\_\_\_\_

- to acquire raw materials \_\_\_\_\_

- to assemble product \_\_\_\_\_

- from order to shipping \_\_\_\_\_

- What do you want to accomplish with MISys \_\_\_\_\_

- **Do you need:** BOM Revision Control? \_\_\_\_\_ Production Scheduling? \_\_\_\_\_ ECOs? \_\_\_\_\_

Shop Floor Control? \_\_\_\_\_ Serial/Lot Tracking? \_\_\_\_\_ Material Requirements Planning? \_\_\_\_\_

Product Configurator? \_\_\_\_\_

- What is your approximate budget \_\_\_\_\_

- When do you wish to have the system installed and operating \_\_\_\_\_

**Notes:**