C:\Users\v-lindbe\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\AV4UGG4Z\MC900391250[1].wmfYOUR TURN: Define your functional requirements

|  |  |
| --- | --- |
| **What technology solution are you defining requirements for?** | |
|  | |
| **What are the *functional* requirements?**  What do you need it to do? | **Priority**  (Need-to-Have, Nice-to-Have, Fluff?) |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

## YOUR TURN: Use Requirements to Narrow Down a List of Potential Solutions/Vendors

### Based on your list of requirements, start researching vendors who could be a match for your needs. Create a short-list of vendors that meet your critical requirements. You may want to add other key evaluation dimensions from the list on page 71 in your class workbook.

### *Flow chart from NPower’s “Technology Strategies for Nonporifit Leaders” curriculum.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Evaluation Criteria** | **Potential Vendors** (Check or make notes of if/how they meet your requirements) | | | |
| **Requirements** (list need-to-have requirements below) |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Other Criteria** (list other key evaluation dimensions below) |  |  |  |  |
| *Ex: Cost/pricing, timeline, access to support* |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |