RMS INTERVIEW QUESTIONS THE BIT WE ARE ASKING.

Navigation/Functionality – Record management System (RMS) **- Alane, Elizabeth, Dawood**

* How do you currently store all your data about the animals the clients and the sponsors.
* (If client says any digital form then ask) What operating system are you currently using? Do you prefer the latest version?
* How do you manage client data and sponsors?
* How do you adjust and change information about the animal?
* What do you like and dislike about your current record management system?
* What is the current way of sharing files between all business members?
* How do you currently distribute information about the animals to the public?
* Can you tell me a bit more about how you would like to interact with the record management system, any key functionality that it must have?
* Are there any existing photographs of the animals in the zoo that we can access, to be added to the database?
* Can we access existing data of the current animals in the zoo?
* How many people work for you?
* What are the different job roles people have in the zoo?
* Who currently has access to your documents on the animals/ the clients / sponsors?
* Is there anything you do not want in the database?

7) Commercial constraints **- Alane, Elizabeth, Dawood**

* What is the proposed budget for this project?

8) Timeframe of the project **- Alane, Elizabeth, Dawood**

* What is the deadline for the project?

### Clients’ personal issues with the software.

* What if any worries do you have about the system?
* What issues do you think there maybe with the software?

### People involved in the company.

* Is there anyone else we will need to speak too who is not on our list?

### Reaching the client

* How would be the best way to reach you?