Requirement Gathering and Analysis

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| **Wishlist** | **Evaluation** |
| Clear and Engaging Headline: Start with a clear, attention-grabbing headline that communicates the core value of your coworking space. | 1. Clear - Yes 2. Consistent - Yes 3. Correct - Yes 4. Unambiguous - Yes 5. Measurable - Yes 6. Verifiable – Yes |
| Compelling Visuals: Use high-quality images or videos of the coworking space, showcasing the interior, workstations, communal areas, and facilities. You come up with your own ideas about the interior design of the space | 1. Clear – Yes 2. Consistent - Yes 3. Correct - Yes 4. Unambiguous - No 5. Measurable - Yes 6. Verifiable – No |
| Membership Plans and Pricing: Display your membership options, pricing, and any special offers or discounts prominently. Include a call-to-action (CTA) button to encourage visitors to explore plans. | 1. Clear - Yes 2. Consistent - Yes 3. Correct - Yes 4. Unambiguous - Yes 5. Measurable – Yes 6. Verifiable – Yes |
| Amenities and Facilities: List the key amenities and facilities available in your coworking space, such as high-speed internet, meeting rooms, coffee lounge, and more. Highlight what makes your space unique. | 1. Clear - Yes 2. Consistent - Yes 3. Correct - Yes 4. Unambiguous - Yes 5. Measurable - Yes 6. Verifiable – Yes |
| Location Information: Clearly state your coworking space's location, including the address, a map, and information about nearby public transportation or parking options. | 1. Clear - Yes 2. Consistent - Yes 3. Correct - Yes 4. Unambiguous - Yes 5. Measurable – Yes 6. Verifiable - Yes |
| Testimonials and Reviews: Include positive testimonials or reviews from current members. Real feedback can build trust and credibility. | 1. Clear - Yes 2. Consistent - Yes 3. Correct - Yes 4. Unambiguous - Yes 5. Measurable – Yes 6. Verifiable - Yes |
| Contact Information: Provide multiple contact options, including an email address, phone number, and a contact form. Make it easy for potential members to get in touch. | 1. Clear - Yes 2. Consistent - Yes 3. Correct - Yes 4. Unambiguous - Yes 5. Measurable – Yes 6. Verifiable – Yes |
| About Us Section: Share a brief overview of your coworking space's history, mission, and values. Highlight what makes your community unique. | 1. Clear - Yes 2. Consistent - Yes 3. Correct - Yes 4. Unambiguous - Yes 5. Measurable – No 6. Verifiable – Yes |
| Responsive Design: Ensure that the landing page is responsive and mobile-friendly, so it displays correctly on all devices and screen sizes. | 1. Clear - Yes 2. Consistent - Yes 3. Correct - Yes 4. Unambiguous - No 5. Measurable - Yes 6. Verifiable – Yes |
| Privacy and Security: Include a section about data privacy and security to reassure potential members that their information will be protected. | 1. Clear – Yes 2. Consistent - Yes 3. Correct - Yes 4. Unambiguous - Yes 5. Measurable – No 6. Verifiable – Yes |
| Floor plan: showing the proposed floor plan and images of interior designs | 1. Clear – Yes 2. Consistent - Yes 3. Correct - Yes 4. Unambiguous - Yes 5. Measurable – Yes 6. Verifiable – Yes |
| Booking: allow people with daypass or monthly membership can book available desks in the open workspace with the current month. A floor map should be displayed, and desk selection should be interactive and visual in the map. A member can only choose to book one desk for one day at a time. A confirmation should be displayed after the reservation is done. | 1. Clear – Yes 2. Consistent - Yes 3. Correct - Yes 4. Unambiguous - Yes 5. Measurable – Yes 6. Verifiable – Yes |