# Questionnaire

## Section A: General Information

1. What is your role in property management?
   - ☐ Property Owner
   - ☐ Assistant / Clerk
   - ☐ Maintenance Staff
   - ☐ Other (please specify): _____

2. How many rental units do you currently manage?
   - ☐ 1–3
   - ☐ 4–6
   - ☐ 7–10
   - ☐ More than 10

3. How do you currently manage property and tenant records?
   - ☐ Paper records
   - ☐ Spreadsheets (e.g., Excel)
   - ☐ Existing software
   - ☐ Other (please specify): _____

4. How often do you update or review tenants and lease information?
   - ☐ Daily
   - ☐ Weekly
   - ☐ Monthly
   - ☐ Rarely

## Section B: System Features and Functionality

5. Which of the following features would be most useful to you? *(Select all that apply)*
   - ☐ Property and unit registration
   - ☐ Tenant and lease tracking
   - ☐ Income and expense logging
   - ☐ Maintenance log
   - ☐ Financial summary (income vs. expenses)
   - ☐ Public vacancy display
   - ☐ Dashboard overview of key data

6. Which features do you consider most critical to include in the first version of the system?

---

7. How important is it for you to track lease expirations and renewals automatically?
   ☐ Very Important
   ☐ Important
   ☐ Neutral
   ☐ Not Important

8. Would you find it useful if the system could generate monthly financial summaries automatically?
   ☐ Yes
   ☐ Maybe
   ☐ No

9. How important is it for you to categorize expenses (e.g., maintenance, utilities, taxes)?
   ☐ Very Important
   ☐ Important
   ☐ Neutral
   ☐ Not Important

10. Would you prefer the system to send reminders or notifications (e.g., upcoming lease end, maintenance due)?
    ☐ Yes
    ☐ Maybe later
    ☐ No

## Section C: Usability and Accessibility

11. How comfortable are you with using web-based applications?
    ☐ Very Comfortable
    ☐ Somewhat Comfortable
    ☐ Not Comfortable

12. What device do you mostly use for property management tasks?
    ☐ Laptop/Desktop
    ☐ Tablet
    ☐ Mobile Phone

13. Would you prefer the system to be accessible on mobile devices?
    ☐ Yes
    ☐ No Preference
    ☐ No

14. How important is it for you to have data automatically saved or backed up online?
    ☐ Very Important
    ☐ Important
    ☐ Neutral
    ☐ Not Important

15. What level of data security do you expect from this system?
    ☐ Basic (password login)
    ☐ Moderate (login + encryption)
    ☐ High (multi-factor authentication, restricted access)

## Section D: User Experience and Expectations

16. What is the biggest challenge you face when managing properties currently?

_____

17. Which part of your workflow takes the most time or causes the most errors?

_____

18. What features would make your daily management tasks easier?

_____

19. How often would you like to receive summary reports (e.g., income vs. expenses)?
    ☐ Weekly
    ☐ Monthly
    ☐ Quarterly

20. Any additional comments or suggestions for improving the system?

_____