# Information System (IS) Evaluation Survey

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| --- | --- | --- | --- | --- | --- |
| Name of IS/IS Project | : |  | | | |
| Name | : |  | Date | : |  |
| Position | : |  |  |  |  |
| Region/Office | : |  | | | |

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| --- | --- | --- | --- |
| Check the appropriate box for each item: | | | |
| **A. FUNCTIONALITY** | **Yes** | **No** | **N.A.** |
| 1. Provide all functions required by the end-users. |  |  |  |
| 1. Level of Completeness in: | | | |
| * 1. Input/Data Entry; |  |  |  |
| * 1. Editing; and |  |  |  |
| * 1. Calculations. |  |  |  |
| 1. Provide data validation and suggests allowable inputs. |  |  |  |
| 1. Provide validation for authorized/unauthorized users. |  |  |  |
| **B. EFFICIENCY** | **Yes** | **No** | **N.A.** |
| 1. Page loading time is within the acceptable range. |  |  |  |
| 1. Acceptable response time for any action under a light, normal and moderate load conditions. |  |  |  |
| 1. Considerable response time to high volume processing or high load conditions. |  |  |  |
| 1. Provide sufficient time for operation timeout sessions. |  |  |  |
| **C. RELIABILITY** | **Yes** | **No** | **N.A.** |
| 1. Detects different error situations and display proper validation error message. |  |  |  |
| 1. Provide correct file paths for upload/download files. |  |  |  |
| 1. Generate expected output/reports as needed. |  |  |  |
| 1. Implement access privileges correctly. |  |  |  |
| Check the appropriate box for each item: | | | |
| **D. USER FRIENDLINESS** | **Yes** | **No** | **N.A** |
| 1. Easy to navigate and use. |  |  |  |
| 1. Graphical user interface and layouts are visually fair. |  |  |  |
| 1. Texts and graphical representations are easy to understand. |  |  |  |
| 1. Display proper labeled for input fields. |  |  |  |
| 1. User can control pace and sequence and can exit from any screen. |  |  |  |
| 1. User can easily and independently operate the program. |  |  |  |
| 1. Display clear error message for invalid input and suggest allowable inputs. |  |  |  |
| 1. Display all pages with appropriate title. |  |  |  |
| 1. Display appropriate format for text, numeric and date value. |  |  |  |
| 1. Display text with no misspelled/grammatical errors. |  |  |  |
| 1. Set focus/highlight specific fields for incorrect inputs. |  |  |  |
| 1. Disabled fields/button (greyed out) when necessary. |  |  |  |
| 1. Display appropriate message to add, edit, delete and save operations. |  |  |  |
| 1. Simple and easy to understand menus and navigations. |  |  |  |
| 1. Simple and easy to follow/understand user’s manual. |  |  |  |
| **Comments/Recommendations:** | | | |
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