# Information System (IS) Evaluation Survey

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

|  |
| --- |
| 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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