GetApp

Software Comparison Chart

	Vendor 1: [Enter vendor and product name here]				Vendor 2: [Enter vendor and product name here]				Vendor 3: [Enter vendor and product name here]			
	TOTAL SCORE:	*0*			**TOTAL SCORE:**	*0*			**TOTAL SCORE:**	*0*		
Functionality	Offered? (Y/N)	Added cost? (Y/N)	Score (1 = very poor; 5 = excellent)	Notes / questions	Offered? (Y/N)	Added cost? (Y/N)	Score (1 = very poor; 5 = excellent)	Notes / questions	Offered? (Y/N)	Added cost? (Y/N)	Score (1 = very poor; 5 = excellent)	Notes / questions
Required features:												
1. *[enter here]*												
2. *[enter here]*												
3. *[enter here]*												
Nice-to-have features:												
1. *[enter here]*												
2. *[enter here]*												
Functionality score			0				0				0	
Training	Offered? (Y/N)	Added cost? (Y/N)	Score (1 = very poor; 5 = excellent)	Notes / questions	Offered? (Y/N)	Added cost? (Y/N)	Score (1 = very poor; 5 = excellent)	Notes / questions	Offered? (Y/N)	Added cost? (Y/N)	Score (1 = very poor; 5 = excellent)	Notes / questions
Self help												
Recorded training												
Live online training session												
Online training course series												
In-person training												
Implementation support												
Training score			0				0				0	
Support	Offered? (Y/N)	Added cost? (Y/N)	Score (1 = very poor; 5 = excellent)	Notes / questions	Offered? (Y/N)	Added cost? (Y/N)	Score (1 = very poor; 5 = excellent)	Notes / questions	Offered? (Y/N)	Added cost? (Y/N)	Score (1 = very poor; 5 = excellent)	Notes / questions
Email												
Phone (toll-free, 24/7, etc.)												
Online case submission												
Online help center / knowledge base												
Support score			0				0				0	
Operating Specifications	Offered? (Y/N)	Added cost? (Y/N)	Score (1 = very poor; 5 = excellent)	Notes / questions	Offered? (Y/N)	Added cost? (Y/N)	Score (1 = very poor; 5 = excellent)	Notes / questions	Offered? (Y/N)	Added cost? (Y/N)	Score (1 = very poor; 5 = excellent)	Notes / questions
Deployment options:												
On-premise												
Web-based												
App-based												
Supported OS:												
Windows												
Mac												
Linux												
Mobile compatability:												
iOS												
Android												
Windows												

GetApp

Software Comparison Chart

Vendor 1: [Enter vendor and product name here]				Vendor 2: [Enter vendor and product name here]				Vendor 3: [Enter vendor and product name here]			
TOTAL SCORE:	*0*			**TOTAL SCORE:**	*0*			**TOTAL SCORE:**	*0*		

Additional specs?					Additional specs?					Additional specs?			
Operating specifications score	0					0					0	

Required Integrations	Offered? (Y/N)	Added cost? (Y/N)	Score (1 = very poor; 5 = excellent)	Notes / questions	Offered? (Y/N)	Added cost? (Y/N)	Score (1 = very poor; 5 = excellent)	Notes / questions	Offered? (Y/N)	Added cost? (Y/N)	Score (1 = very poor; 5 = excellent)	Notes / questions
1. *[enter here]*												
2. *[enter here]*												
3. *[enter here]*												
Required integrations score			0				0				0	

Pricing	Score (1 = very poor; 5 = excellent)	Pricing details	Score (1 = very poor; 5 = excellent)	Pricing details	Score (1 = very poor; 5 = excellent)	Pricing details
Total cost						
Upfront costs						
Unit of price (e.g., user/month)						
Billing frequency (monthly, annual, one-time)						
Contract duration						
Average cost of additional fees						
Special rates / discounts / promotions						
Free trial details						
Pricing score	0		0		0	

Additional Notes: