SYSTEMS SELECTION SCORECARD · MMM TRAINING

Score It Before You Sign It

90 SECONDS

A vendor-neutral scorecard for any system you're evaluating. Tick what you've defined.

If you can't score two vendors on the same criteria, you aren't comparing them.

TICK ONLY WHAT IS TRUE TODAY — NOT WHAT YOU INTEND TO FIX

- ☐ **I have written must-haves separated from nice-to-haves.**
  If not: every feature looks essential in a demo, because that's what demos are for.
- ☐ **I know which requirements are process, not software.**
  If not: you'll buy a system to solve something a written procedure would have fixed.
- ☐ **I've defined what a successful implementation looks like.**
  If not: go-live becomes the finish line, when it's actually the starting one.
- ☐ **I know the total cost across three years, not year one.**
  If not: the comparison is being made on the number designed to win the comparison.
- ☐ **I've written the questions I'll ask every vendor identically.**
  If not: you'll be shown different things and asked to compare them anyway.
- ☐ **I know who owns the decision and what would change it.**
  If not: the decision will drift to whoever is most persistent.

Now count the boxes you left empty.

A scorecard turns a sales process into a procurement process. That single shift is usually worth more than any discount you negotiate.

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0–1 blank
Ready to evaluate
You know what you need. Now make vendors prove they can do it.

2–3 blanks
Not ready to buy yet
You'd be shopping before you've defined the requirement. That's how the wrong system gets bought.

4–6 blanks
Software isn't the answer yet
Most of what's broken here is process. A new system inherits every one of these gaps.

HOW WE WORK

We're not a reseller for anyone.

We build the requirements and the scorecard; you run the selection and keep the leverage. Systems Selection Advisory starts at $500.

Systems Selection Advisory
From $500
Book at mmmtraining.org

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