# Pre-Implementation Questions to Discuss with Your Staff Prior to the Kick-Off Call

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Prior to your kick-off conference call, we suggest scheduling a meeting with your key staff members and posing the following questions. This step is helpful to gather staff input and agreement about the needs of your business.

- What reports from your current system do you rely on today?
- What information would you like to have that is not easily gathered now?
- What are some of your primary goals for this new business system?
- What other interfaces are involved in your business?
- What functionality would you like to add?
- What business documents do you need? Custom forms are available from SSI and need to be ordered well in advance of the Go Live date.