

MULTIMEDIA TRAINING KIT

Worksheet 3: Choosing Open Source Software: Software Comparison Worksheet

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The following worksheet is used for the final step of the process – comparing the packages on your short list. The information at the top of the page can be copied from the Software Needs Worksheet. The numerical scores can be copied from the Software Package Review Worksheet.

<i>Software Comparison Worksheet</i>			
Organization name			
Contact person			
Organizational needs			
User needs			
Language			
<i>Criteria</i>	<i>Package 1</i>	<i>Package 2</i>	<i>Package 3</i>
Quality			
Ease of use			
Ease of migration			
Stability			
Compatibility			
Flexibility			
User response			
Buy in			
Wide use			
Support community			
<i>Total score</i>			
Notes			