

LMS Needs Analysis Survey (Full Printable Version)

This narrative accompanies the LMS Comparison Matrix which outlines major features and functions of three learning management systems: Moodle, Cypher, and Talent. This analysis is based on the use of these LMS for a professional organization or business.

Demographic Information

Please provide the following demographic information by answering questions D-1 through D-5.

D-1. Choose your role

- ☐ ABC Certified School Personnel
- ☐ ABC Governing Partner Personnel
- ☐ ABC Staff

D-2. Age

- ☐ 21-30
- ☐ 31-40
- ☐ 41-50
- ☐ 51+
- ☐ Prefer not to disclose

D-3. Gender

- ☐ Male
- ☐ Female
- ☐ Other
- ☐ Prefer not to disclose

D-4. Do you currently use the present LMS system (Thinkific)?

- ☐ Yes
- ☐ No

D-5. How often do you interact with the present LMS system?

- ☐ Never
- ☐ Daily
- ☐ Weekly
- ☐ Monthly

Operational Considerations

Please answer questions O-1 through O-7. If you come across a term that you do not recognize or with which you are not familiar, please skip that question.

O-1. Of the following options, select the top 5 features you believe would be MOST useful in the LMS.

- ☐ User messaging/chat
- ☐ Business email integration
- ☐ Resource sharing
- ☐ Instructional resources
- ☐ Plug-in and SCORM capabilities
- ☐ Training
- ☐ Analysis
- ☐ Language support
- ☐ Scalability
- ☐ Security

O-2. What rewards and/or incentives would be most likely to induce buy-in within your organization? Choose all that apply.

- ☐ Bonus or stipend
- ☐ Compensation/paid training
- ☐ Preemptive and/or ongoing training
- ☐ A dedicated support person within the organization

O-3. What do you like most about your current LMS? Type or write your response below.

- O-4. Please provide us your insights and opinions to the following:
- a. Features that present Key Challenges or Problems in the Current LMS
 - b. Features to be improved.

Please use the long form answer form to answer the question and indicate answers to questions by using "a." and "b." Consider the following list of features in your response:

- 1. User messaging/chat
- 2. Business email integration
- 3. Resource sharing
- 4. Instructional resources
- 5. Plug-in and SCORM capabilities
- 6. Training
- 7. Analysis
- 8. Language support
- 9. Scalability
- 10. Security

- O-5. Which will be the most important goal or goals of a new LMS? Choose all that apply.

- ☐ Peer-to-peer interaction
- ☐ House-essential documents/resources in one place
- ☐ Essential app integration abilities
- ☐ Detailed analysis options

- O-6. Considering your organization's budget range, how much technical support would you want to receive from the platform itself? Choose one.

- ☐ Free (Organization will be solely responsible for hosting, support, and integration.)
- ☐ Low Cost (Organization will be largely responsible for hosting, support, and integration.)
- ☐ Medium (Organization will be somewhat responsible for hosting, support, and integration.)
- ☐ High (Organization will have dedicated support for hosting, support, and integration.)

- O-7. What would the successful integration of an LMS system look like for the ABC Institute?
Type or write your response below.

Technical Considerations

Please answer questions T-1 through T-8. If you come across a term that you do not recognize or with which you are not familiar, please skip that question.

- T-1. Which systems would your organization be most interested in integrating into your LMS?
Choose all that apply.
- ☐ Google Suite
 - ☐ Microsoft 360 and Office Suite (OneDrive, Outlook, Team, Word, Excel)
 - ☐ Zoom
 - ☐ eCommerce Applications
 - ☐ HRIS Applications
- T-2. How much time can you dedicate to initial training to use the new LMS? (end users and administrators) Choose one.
- ☐ 1-3 Hours
 - ☐ 4-6 Hours
 - ☐ 7-10 Hours
- T-3. How much time can be dedicated to ongoing training to use the new LMS? Choose one.
- ☐ Bi-Monthly
 - ☐ Monthly
 - ☐ Quarterly
 - ☐ Annually

T-4. Rank the following potential challenges for integrating and/or transitioning to a new LMS from least important, 5, to most important, 1. Choose only one challenge per number.

	Cost	Technological Infrastructure	User Knowledge & Skills	Adaptation & Participation Time	Dedicated Organizational Contact
1 – Most Important					
2 – Very Important					
3 – Somewhat Important					
4 – Less Important					
5 – Least Important					

T-5. Which security features would be most important in the new LMS? Choose all that apply.

- ☐ Automatic Updates
- ☐ Two-factor Authentication
- ☐ Single Sign On (SSO)
- ☐ Security Help Center & Experts
- ☐ SSL Certificate/ HTTPS
- ☐ Secure Profiles/Messaging
- ☐ Cloud-Based
- ☐ Communication Monitoring
- ☐ Secure Storage and Servers

T-6. What types of data and reporting would your organization most likely use from a LMS system? Choose all that apply.

- ☐ Attendance
- ☐ Certification Requirements
- ☐ Certification Renewal
- ☐ Assessments and Grades
- ☐ Participant Time in Course
- ☐ Instructor Efficacy
- ☐ Course Surveys
- ☐ Course Completion Data

T-7. How important is brand customization to your organization? Choose one.

- ☐ 5 - Super Important
- ☐ 4 - Very Important
- ☐ 3 - Somewhat Important
- ☐ 2 - Less Important
- ☐ 1 - Not Important at All

T-8. Which institutional customization features would be important for your organization?
Choose all that apply.

- ☐ Organization and/or Course Colors and Logos
- ☐ Customized Web Addresses
- ☐ Customized Hierarchical Navigation
- ☐ Customized Help Area