

# INVENTORY MANAGEMENT SOFTWARE PRE-IMPLEMENTATION CHECKLIST

TASK	DONE
<ul style="list-style-type: none"><li>• Define clear goals for the new system</li></ul>	<input type="checkbox"/>
<ul style="list-style-type: none"><li>• Involve key stakeholders from operations, finance, and sales</li></ul>	<input type="checkbox"/>
<ul style="list-style-type: none"><li>• Audit and clean existing inventory data</li></ul>	<input type="checkbox"/>
<ul style="list-style-type: none"><li>• Map current inventory processes from purchasing to warehousing to sales</li></ul>	<input type="checkbox"/>
<ul style="list-style-type: none"><li>• Develop a change management plan to communicate benefits and reduce resistance.</li></ul>	<input type="checkbox"/>
<ul style="list-style-type: none"><li>• Schedule team training sessions before the inventory management system goes live.</li></ul>	<input type="checkbox"/>
<ul style="list-style-type: none"><li>• Engage with experienced experts or consultants to guide your inventory management software implementation.</li></ul>	<input type="checkbox"/>

## NOTES :

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