



# HMS Online Forms

## IT SERVICE AND NEEDS ASSESSMENT PILOT SURVEY

Please complete the form below and click 'Submit' when you finish

Thank you for participating in the Harvard Medical School Needs Assessment Survey. Your feedback is critical to ensure that we focus our resources on addressing your needs and issues. The survey should take about 5 minutes to complete. **Enter your email at the end to be eligible for a drawing for a free iPod Nano!**

### Basic Information

What is the <b>primary</b> mission of your <b>department or organization</b> at HMS?	<input type="text" value="--Choose One--"/>
Within your department or organization, what is <b>your</b> primary responsibility at HMS?	<input type="text" value="--Choose One--"/>
How long have you worked at HMS?	<input type="text" value="--Choose One--"/>
What is your employment status at HMS?	<input type="text" value="--Choose One--"/>
What is your primary role at HMS?	<input type="text" value="--Choose One--"/>
What is your primary operating system on your work computer(s)?	<input type="text" value="--Choose One--"/>
How much do you use information technology in your work at HMS?	<input type="text" value="--Choose One--"/>

### Needs Assessment

For each of the possible IT initiatives below please rank the importance for your work at HMS

Faster network connections	Extremely Important	<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5	Not Important at all
Additional site licensed software (e.g. Endnote, Adobe Creative Suite, Acrobat, OSX, Windows etc.)	Extremely Important	<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5	Not Important at all
If you are intested in site licenses software please specify the particular packages you are interested in	<input type="text"/>						
Centralized web site templates and content management systems for organization websites	Extremely Important	<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5	Not Important at all

On demand computer programming support (e.g. scripting, specialized applications)	Extremely Important	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Not Important at all
		1	2	3	4	5	
On demand web design/graphics resources	Extremely Important	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Not Important at all
		1	2	3	4	5	
Larger mailboxes (Gigabyte plus)	Extremely Important	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Not Important at all
		1	2	3	4	5	
Improved shared calendaring	Extremely Important	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Not Important at all
		1	2	3	4	5	
More file server capacity with larger quotas	Extremely Important	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Not Important at all
		1	2	3	4	5	
Additional high performance computing capacity (expanded Orchestra cluster)	Extremely Important	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Not Important at all
		1	2	3	4	5	
Additional IT training classes	Extremely Important	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Not Important at all
		1	2	3	4	5	
Updated Intranet capabilities (eCommons)	Extremely Important	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Not Important at all
		1	2	3	4	5	
Instrument/resource scheduling web system	Extremely Important	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Not Important at all
		1	2	3	4	5	
Desktop backup for Mac/PC	Extremely Important	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Not Important at all
		1	2	3	4	5	
Bioinformatics consulting services	Extremely Important	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Not Important at all
		1	2	3	4	5	
Increased self-service and automated administrative systems (e.g. financial management, reporting, etc.)	Extremely Important	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Not Important at all
		1	2	3	4	5	
HMS provided blogs, discussion forums, and other collaboration tools	Extremely Important	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Not Important at all
		1	2	3	4	5	
Better support for the Macintosh	Extremely Important	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Not Important at all
		1	2	3	4	5	
Increased wireless network coverage	Extremely Important	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Not Important at all
		1	2	3	4	5	

## Assessment of current services

For each of the following services already offered by IT please indicate how important these are to your work at HMS.

HMS email	Extremely Important	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5	Not Important at all
eCommons Intranet	Extremely Important	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5	Not Important at all
HMS Web Server	Extremely Important	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5	Not Important at all
Orchestra High Performance Computing Environment	Extremely Important	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5	Not Important at all
HMS Wiki	Extremely Important	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5	Not Important at all
Administrative applications (e.g. Peoplesoft, GMAS, MADRIS, etc.)	Extremely Important	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5	Not Important at all
IT training courses	Extremely Important	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5	Not Important at all
HMS File Server	Extremely Important	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5	Not Important at all
Digital Library	Extremely Important	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5	Not Important at all
IT Customer Support Representatives	Extremely Important	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5	Not Important at all
Research Imaging Solutions Training and Support	Extremely Important	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5	Not Important at all
IT Help Desk	Extremely Important	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5	Not Important at all
Hardware Repair Services	Extremely Important	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5	Not Important at all
High Speed Internet	Extremely Important	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5	Not Important at all
Please enter any other initiatives that you would like to see the IT			

Department focus on and/or any additional comments you would like to make about the services and support you receive from IT.

**Thanks and enter to win a free iPod Nano!**

If you wish to be eligible for the drawing for a free iPod please enter your email address