Feasibility Report

A feasibility report is an analytical report

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| The analytical (feasibility) report examines the options available to provide a solution for your problem. This report picks up where the definition of a problem report ends.  |

Content and format are important in these documents. Section headings guide the reader through your reports.

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| Feasibility Report |
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| Sections of a feasibility report |
| Introduction – Identify the idea and what your report will discuss (summary). For this overview, implementing a webpage for a company is the problem – company current doesn’t have a webpage. |
| Body of the Report – Where research is used to develop your report.* what questions/criteria did you research and how/where did you look for information?
* This section is objective. List your research topics and provide a brief explanation why you chose these topics to research. Then describe where you looked for sources and what sources your found.
* Example:
	+ Information on cost for designing a website was found on <https://www.webfx.com/website-design-pricing.html> Web Design Pricing: How Much Does Web Design Cost in 2020?
	+ Information on cost of purchasing a web design software was found on <https://www.pcmag.com/picks/the-best-website-builders> The Best Website Builders for 2020
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| Research results – Summarize major findings of your research. Don’t offer opinion. Just state the high-level information you found. * Example: Costs for website design ranges from $1000 – 10,000 for a small business and 80-120K for a larger organization (<https://www.markbrinker.com/website-cost>)
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| Discussion of Results – Identify major conclusions that you drew from the research. Now the research is tied directly to your specific issue. Based on research, hiring a web page designer would be a good option because…. (use information from your research to support your conclusion |
| Recommendations – the recommendations are directly related to the discussion of results. To move toward implementing a webpage for the company, recommendations are:* Identify 3 possible website designers
* Arrange interviews with each and solicit proposals for designing a webpage
* Compare costs and time required and refer top choice to the Director of Marketing.
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