Considerations for selecting and implementing IMM software

This guide covers a variety of factors to consider when choosing software for Impact Measurement and Management.

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Software capability

The capabilities of the software, and whether they match the needs of your organisation, are key to consider, including the:

- Log-in process
- Look and feel of the software
- Flow and logic
- Overall functionality
- User-friendliness
- Data entry/import/export options
- Data security
- Analysis and display of data
- Training and support

Costs

It's also important to consider the costs involved in setting up the software, including the time required by your team to learn how to use it effectively and to train staff, as well as direct costs like consultancy support for the setup. Ongoing costs are equally important to keep in mind, such as annual or monthly fees and the internal costs of managing the software.

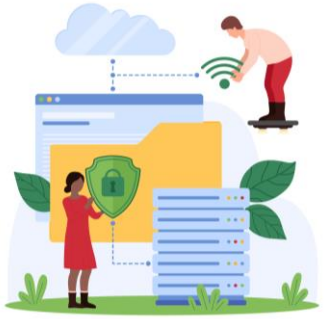
Software options

There are a variety of different options for IMM software that can be used on their own or in combination, such as:

- Specialist software designed to support monitoring, evaluation and learning such as Upshot or LogAlto.
- Spreadsheet software such as Excel or Google Sheets that could be used for data entry, storage and analysis.
- Analysis and reporting software such as SPSS, PowerBI, or Tableau
- Survey software such as SurveyMonkey, Google Forms or Typeform.

Integration with existing software

The need to integrate existing software may not apply to all settings. We should consider whether there is the need, or indeed the possibility, of integration between the IMM software and other software in use within your organisation.



Data transfer

One aspect that can get overlooked in the selection and implementation of existing software is whether existing IMM data needs to be transferred over to the new software, or if it is in effect a 'fresh start' with only new data entered into the software.

Staff/volunteer IT capability

Another consideration is thinking about the capabilities of staff to use the software, for example, whether they are used to using similar software and if not whether the new software is sufficiently user-friendly.