

Software Asset Procurement Discovery Document

1. How many desktop users do you have?
2. How do you purchase software today? (Centralized / De-Centralized/ Volume Contracts)
3. How many locations do you have?

4. Are you a commercial, government or educational organization?
5. Do you currently have a Microsoft volume contract agreement?
6. How have you been purchasing Microsoft software today? (Open, Select, or Enterprise contracts)

7. What additional insight can you provide on your software procurement?