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| **.** | **Questions** | **Answers** |
| **1** | Have you had experience with Accounting software before?   What have you used before to manage your accounting record, expenses, and income?  E.g. Myob, QuickBooks, Word doc, Excel, etc. |  |
| **2** | Do you use an Apple computer or Windows computer?  Is your smart phone an Android or Apple? |  |
| **3** | What made you come to us to help you find a new accounting software? |  |
| **4** | What accounting software have you looked into/heard of/interested in? |  |
| **5** | What things are you looking to get out of your accounting software? Are you looking for any additional add-ons?   See list of features here   * <https://teresatranassociates.freshdesk.com/en/support/solutions/articles/36000252618-xero-questionaire>   add notes on the right of the features you need + add any further comments |  |
| **6** | Please make sure you are aware of the pricing. Each product is different depending on your needs.   * <https://www.xero.com/au/pricing/?escape=true> * <https://www.xero.com/au/features-and-tools/practice-tools/ledger-cashbook/?escape=true> |  |