CHAPTER TWO WORKSHEET

You Already Paid for This

One sitting, about an hour, and you will need your own login and a phone.

Name _____ Date _____

1 **Put chapter one's page in front of you, and pick the two lines that matter most.**

Line one _____

Line two _____

2 **Write down every place a record touching those two lines could live.**

3 **For each system, write down who the administrator actually is.**

Where a record could live (include spreadsheets, whiteboards, people)	Who the administrator actually is

4 **Ask one of those vendors the question directly, through their own support or help channel.**

Vendor _____

Date asked _____

MY QUESTION, AS I ASKED IT

_____

_____

WHAT THEY SAID

_____

_____

_____

5 **Log in yourself and open one report you have never opened.**

Report opened _____

What it counts, in one sentence _____

Which stage it is about _____