



# LOGIWA



## The WMS Checklist

Companies are turning to a warehouse management system as a solution for improving efficiency and accuracy in their warehouses.

We've created this checklist to help you choose the right WMS for your business. We recommend completing all of the steps before you begin your search for a WMS.

# Understanding Your Need for a New WMS

In order to improve efficiency and accuracy in your warehouse, you must choose the right system for your business.

A good warehouse management system:

- Optimizes processes
- Allocates labor efficiently
- Boost employee morale
- Improves relationships with customers and suppliers
- Reduces operating costs
- Manages inventory efficiently
- Integrates with enterprise resource planning (ERP) tools
- Enhances security and safety
- Provides visibility and transparency



## What is the main reason for a new WMS?

Identify why you need a wms.

- I do not have a system
- Outgrew current system
- Current system lacks features
- Current system lacks integrations

## What needs do you have for a new WMS?

Identify issues you are looking to solve.

- Inventory accuracy
- Advanced pick, pack and ship
- Multiclient management
- Scale the business

## What is the timeline for a new WMS?

Set a realistic deadline.

- 30 Days
- 2 - 3 Months
- 4 - 6 Months
- 6+ Months

# Understanding Your WMS Users

Warehouse management systems exist in all shapes and sizes. Some solutions are massive tools designed to manage an enterprise's entire warehouse operations and seamlessly integrate into adjacent supply chain management tools. Others are simply enhanced inventory management systems that eliminate manual entry and save time for small business owners.

By knowing who will be implementing, managing or using your WMS, you will be one step closer to choosing the right solution.



## Who will be involved in evaluating a WMS?

Identify your decision makers.

- Senior management
- Operations
- Finance
- IT

## Who will be using the WMS?

Identify your daily active users.

- Warehouse workers
- Operations management
- IT
- Customers

## Who will be managing the WMS?

Identify your expert users.

- Management
- IT
- Consultant

# Identifying the Most Important Functionality

Determine your priorities for a warehouse management system. What's most important for your business? Do you want to:

- Improve inventory tracking and accuracy by eliminating cycle counting and introducing perpetual counts?
- Optimize allocation of labor, space, and equipment to reduce operating expenses and boost productivity?
- Enhance visibility over inventory movement by achieving two-way traceability capabilities?
- Improve the customer experience by providing accurate information and delivering the right goods on time?



## What type of functionality do you require for your business?

Identify your needs vs wants.

- Ecommerce integrations
- Accounting integrations
- Shipping integrations
- EDI integration
- Open API
- Multichannel inventory
- Real-time inventory
- Advanced put-away
- Advanced picking
- Cycle count
- Cross docking
- Order routing
- Multi-client management
- Multi-warehouse management
- 3PL capabilities such as: custom billing, white label, customer portals.



# Planning for Implementation and Training

A WMS can increase productivity because many WMSs can produce optimal picking routes for your employees. Picking can be an enormous overhead expense — some experts estimated over 60% of warehouse labor costs.

Efficient picking can also help reduce shipping errors, which account for 54% of returns. The more you can reduce your picking costs, the more profitable your warehouse will be.

Identify what is needed for a successful implementation before you start your research.

## What resources do you need?

Identify your implementation team.

- On-site training
- Remote training
- Warehouse design
- Dedicated engineer
- Manuals and documentation

## Who should be part of the WMS training?

Identify your WMS experts.

- Management
- Operations
- IT
- Consultant
- Customers



# Preparing for WMS Demo

Technology is expensive when you opt for all the fancy add-ons. By clearly defining business goals, you can easily categorize features into the “must-have” category and the “nice-to-have” category.

Define the number of users you will need now and in the future to prepare yourself for additional costs. You will also want to identify all of the warehouses you manage now as well as any warehouses you plan to add in the near future.

Finally, set a budget for your new WMS.



## How many users will you need?

Identify the user accounts you need.

Full capacity users

Client users

## How many warehouses will you manage?

Identify the warehouses you manage.

1 - 5 Warehouses

6 - 10 Warehouses

11 - 20 Warehouses

20+ Warehouses

## What is your budget for a new WMS?

Understand what you can afford.

Less than \$10,000 per year

\$10,000 - \$25,000 per year

\$25,000+ per year



## Next Steps

Schedule a **LOGIWA** demo today, so you can see the warehouse management system that scales with your business.

[WWW.LOGIWA.COM/DEMO](http://WWW.LOGIWA.COM/DEMO) | [SALES@LOGIWA.COM](mailto:SALES@LOGIWA.COM)   



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