**WiFi Planning and Design Questionnaire**

**Part 1 – Project Overview**

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| **Client Name** |  |
| **Client Address** |  |

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| **Industry**  Circle all industry uses for the WiFi network. Add as needed. | | | |
| Mobile Carrier / Provider | Enterprise Business | Warehouse / Logistics | SMB / Branch Office |
| Healthcare | Hospitality | Municipal | Education |
| Stadium / Arena | Retail | Transportation | Outdoor Mesh / Backhaul |
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| **Project Overview**  Provide a brief description of the overall project. Include how and where WiFi will be used. |
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| **Contact Information**  Please provide all reseller, end-user and third party contact information. | | | | |
| **End-user Contacts** | | | | |
| **Name** | **Title** | **Office Phone** | **Cell Phone** | **E-mail Address** |
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| **Third Party Contacts – Resellers, IT contractors, Application providers, etc.** | | | | |
| **Name** | **Company** | **Title** | **Primary Phone** | **E-mail Address** |
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**Part 2 – WLAN Coverage Area**

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| **Buildings**  List each location that will support WiFi and is part of this WiFi Site Survey. Include the on-site end-user contact for that location, even if it is the same for all locations. | | |
| **Location** | **Address** | **On-site End-user Contact** |
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| **Construction Materials**  For each building listed in table above, please note which construction material(s) are used:  Primary materials are concrete, glass, metal, wood, brick, stone, drywall, open | | | | | |
| **Building** | **Ceilings** | **Floors** | **Walls** | **(add)** | **(add)** |
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| **Point to Point / Backhaul**  For each building listed in table above, please note which construction material(s) are used:  Primary materials are concrete, glass, metal, wood, brick, stone, drywall, open | | | | |
| **Building1** | **Building2** | **Distance** | **Desired Speed** | **Mounting Type**  **(Roof, Tower, Window)** |
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| **Floor Plan(s) / Map(s)**  For each building, provide digital floorplan(s) in one of the below formats for design purposes. | | | | | | | |
| .bmp | .jpg | .gif | .pdf | .dwg | .vsd | .psd | .vmf |
| Additionally, provide hard copy floorplan(s) with notations that designate the following: | | | | | | | |
| Dimensions | Indoor Coverage | Outdoor  Coverage | Backhaul Coverage | Exempt Coverage | High Capacity Areas | Low Capacity  Areas | High Mobility |
| Walls | Windows | Doors |  | Cubicles | Inventory  Racks | Elevators | Utility Rooms |

**Part 3 – WLAN Key Indicators and Design Specs**

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| **WiFi Devices**  What type of devices will the network support? Provide external list with make and model numbers so radio capabilities can be verified with WiFi Alliance. | | | | | | | |
| **Device Types** | **Max number** | **Avg number** | **Mobile %** | **802.11()**  **Supported** | **Tx : Rx: SS** | **18 Month**  **Growth%** |
| **Laptops** |  |  |  |  |  |  |
| **Smart Phones** |  |  |  |  |  |  |
| **Tablets** |  |  |  |  |  |  |
| **Scanners** |  |  |  |  |  |  |
| **VoIP Phones** |  |  |  |  |  |  |
| **BYOD** |  |  |  |  |  |  |
| **Desktops** |  |  |  |  |  |  |
| **Personnel Badges** |  |  |  |  |  |  |
| **Asset Tags** |  |  |  |  |  |  |
| **Cameras** |  |  |  |  |  |  |
| **(add others)** |  |  |  |  |  |  |

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| **WiFi Applications**  What applications will be supported by the WiFi network? Check all that apply. | | | | | |
| **Application** | **Max Users** | **Avg Users** | **Max Active** | **Avg Active** | **Min Bandwidth /**  **Per User** |
| **Web / Email** |  |  |  |  |  |
| **File / Print** |  |  |  |  |  |
| **Video streaming** |  |  |  |  |  |
| **Video Surveillance** |  |  |  |  |  |
| **VoIP** |  |  |  |  |  |
| **Point of Sale** |  |  |  |  |  |
| **Guest** |  |  |  |  |  |
| **Guest / Analytics** |  |  |  |  |  |
| **Guest / Marketing** |  |  |  |  |  |
| **Guest / Location** |  |  |  |  |  |
| **Barcode / Scanning** |  |  |  |  |  |
| **Asset Tracking** |  |  |  |  |  |
| **RFID** |  |  |  |  |  |
| **Carrier Off-load** |  |  |  |  |  |
| **(add others)** |  |  |  |  |  |

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| **High Density / High Capacity Areas**  List each area within each building that will have a high-density of users or require a high throughput. Make sure to also indicate on floor plans. | | | | |
| **Building** | **Location** | **Max User Goal** | **Throughput**  **Goal** | **Applications during**  **peak times** |
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| **High Mobility Areas**  List each area that will have high mobility. These are areas where users will be moving and using WiFi at same time and thus roaming between APs Make sure to also indicate on floor plans. | | | | |
| **Building** | **Location** | **Number of Users** | **Device Type** | **Applications** |
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| **Expansion / Growth** | | | |
| **Type of Expansion** | **Reason for growth** | **% in 6 months** | **% in 18 months** |
| **Coverage Areas** |  |  |  |
| **Capacity Areas** |  |  |  |
| **Mobility Areas** |  |  |  |
| **User volume** |  |  |  |
| **Device types** |  |  |  |
| **Applications** |  |  |  |
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| **User Groups**  Circle any groups that might need their own set of functionality / rules / usage / security. Add as needed. | | | |
| Corporate User | Scanning Only | Executives | Guests |
| Accounting / Financial | IT / Admin | Point of Sale Only | Students |
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| **Known Interference**  Circle any known type of interference in the coverage area. Add as needed. | | | |
| Microwaves | Radar | MRI | Neighbor WiFi |
| ZigBee | Cordless Phones | Headsets |  |
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| **Supported Protocols**  Are there any protocols other than IP that will need to be supported? Please list and describe |
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| **WiFi Use Encryption Preference**  If you have any desire / need to use encryption other than WPA2 / CCMP, please indicate and explain below. |
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| **WiFi User Authentication Preferences**  Circle any of the following types as **preferred** for the new WiFi infrastructure. Add as needed. | | | |
| WPA2 - PSK | WPA – 802.1x |  |  |
| RADIUS | Active Directory | Kerberos | SQL |
| EAP-TTLS | EAP-AKA | EAP-FAST |  |
| PEAPv1 | PEAP-TLS |  |  |
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| **Access Point or Antennae Restrictions**  Are there restrictions or preferences for access point or antennae placement? If yes, please describe otherwise leave blank. |
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| **Access Point or Antennae Requirements**  Are there aesthetic requirements for access point or antennae? If yes, please describe, otherwise leave blank. |
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| **Environmental Concerns**  Are there environmental concerns (heat, cold, dirt, water, security, etc.) for access point or antennae that would require enclosures? If yes, please describe otherwise leave blank. |
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| **Environmental Considerations**  Do any of the following environmental issues potentially exist? Check all that apply. | |
| X-Ray or MRI Equipment |  |
| Excessive Metal |  |
| Excessive Paper Inventory |  |
| High Human Density |  |
| High Humidity |  |
| Dramatically Fluctuating Stock Levels |  |
| Moving trucks, lifts, machinery |  |
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| **Redundancy / Resiliency of WLAN**  Describe goals / tolerance for a resilient WLAN. Single point of failures vs. 100% uptime. |
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**Part 4 – LAN (Non-WLAN) Design Specs**

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| **LAN Ports**  Which of the following apples to LAN Ethernet ports for APs? Also, provide a wired network diagram including location of all IDF closets. | |
| Use existing LAN switches |  |
| Add new LAN switches |  |

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| **AP Power**  Which of the following power options will be used to power the access points? Describe | |
| POE – Existing LAN switches |  |
| POE – New LAN switches |  |
| AC Power |  |
| Power Injectors |  |
| Other |  |

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| **AP Cabling**  Who will pull Ethernet cable required for the WLAN solution? Describe | |
| In-house |  |
| Current Provider |  |
| New Provider |  |
| Other | Describe: |

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| **LAN / WAN Segmentation - VLANs**  Which of the following options best describes your current use VLANs? Describe | |
| No VLANs |  |
| A few VLANs |  |
| Many VLANs |  |
|  |  |
| Other |  |

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| **LAN / WAN Segmentation - VLANs**  Which of the following options will be used regarding new WLAN VLANs? Describe | |
| No new VLANs |  |
| WLAN vlans – existing gear |  |
| WLAN vlans – new gear |  |
|  |  |
| Other |  |

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| **LAN / WAN Traffic Optimization - QoS**  Which of the following best describes your wired network application prioritization? | |
| No QoS |  |
| Partial LAN / WAN QoS |  |
| End to End QoS |  |
| Other |  |

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| **Servers**  Please server environment for below services | |
| DCHP |  |
| Radius / Authentication |  |
| Application Software |  |
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**Part 5 – Monitor and Optimize**

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| **Maintain, Optimize, Troubleshoot**  Please list all WLAN monitoring and troubleshooting tools you want to have upon install. Describe | |
| Air time Utilization |  |
| WiFi Analyzers |  |
| Security Monitoring |  |
| Packet Sniffers |  |
| User feedback |  |
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| **Maintain, Optimize, Troubleshoot**  Who will perform basic add, move, changes type administration (tier 1 and 2) for your WLAN? Describe | |
| In-house staff |  |
| Full time contractors |  |
| As needed contractor |  |
| Other |  |

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| **Maintain, Optimize, Troubleshoot**  Who will perform basic advanced support and troubleshooting (tier 3) for your WLAN? Describe | |
| In-house staff |  |
| Full time contractors |  |
| As needed contractor |  |
| Manufacturer Support |  |
| Other |  |

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| **Maintain, Optimize, Troubleshoot**  How will you supply spare parts or otherwise replace equipment that fails? Describe | |
| Spare parts |  |
| Manufacture Maintenance |  |
| Buy as needed |  |
| Other |  |
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**Part 6 – On-site Access**

| **Site Access Requirements**  Please specify the days and times at which the survey team will have access to the WiFi network coverage area. | | | |
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|  | **From (Time)** | **To (Time)** | **Additional Notes** |
| Mon - Fri |  |  |  |
| Saturday |  |  |  |
| Sunday |  |  |  |

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| **Dress Requirements**  What is the acceptable dress code for the project site? | | |
| Jeans & Collared Shirt |  |  |
| Business Casual |  |  |
| Business Professional |  |  |
| Suit and Tie |  |  |
| Other |  | |

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| **Access Requirements**  Will any of the following be required to access the WiFi AP locations or coverage area? Check all that apply. | | |
| Lift |  |
| Ladder |  |
| Security Badge |  |
| Towers |  |
| Roof Access |  |
| Employee Shadow |  |
| Other |  | |

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| **Safety Considerations**  Will any of the following safety equipment and/or safety training be required? Check all that apply. | |
| Hard Hat |  |
| Eye protection |  |
| Steel Toed Boots |  |
| Fire Retardant Apparel |  |
| HAZMAT Suit |  |
| Safety Course |  |
| Other |  |

| **Special Site Considerations**  Do any of the following special considerations exist within the coverage area(s)? Check all that apply. | |
| --- | --- |
| Clean Room |  |
| Intrinsically Safe |  |
| Security Subsystems/Secure Area |  |
| Hazardous Materials |  |
| Asbestos Present |  |
| Freezer |  |
| HIPAA Regulations |  |
| OSHA Regulations |  |
| Union Regulations |  |
| State or Federal Regulations |  |
| Other |  |
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**Part 7 – Budget and Timeline**

| List your proposed Budget for your WiFi project | | |
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| **Phase** | **Budget** | **Notes** |
| Planning |  |  |
| Design |  |  |
| AP and Controller Hardware |  |  |
| Cabling and LAN Preparation |  |  |
| WiFi Install and Configure |  |  |
| Testing, Verification, Remediate |  |  |
| Monitoring Tools |  |  |
| Hardware Replacement |  |  |
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| List your desired timeline for your WiFi project | | |
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| **Phase** | **Completion Date** | **Notes** |
| Planning |  |  |
| Design |  |  |
| AP and Controller Hardware |  |  |
| Cabling and LAN Preparation |  |  |
| WiFi Install and Configure |  |  |
| Testing, Verification, Remediate |  |  |
| Monitoring Tools |  |  |
| Hardware Replacement |  |  |
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