

Software Stack Audit Worksheet

See what tools you're actually paying for and using before adding one more.

TOOL	USED FOR	WHO USES IT	MONTHLY COST	STILL NEEDED?
				Yes / No / Unsure
				Yes / No / Unsure
				Yes / No / Unsure

Questions To Work Through

1. Which tools do the same thing as another tool on this list?
2. Which ones did you set up but never fully roll out?
3. Which ones would someone notice if they disappeared tomorrow?
4. What's the total monthly spend on tools nobody would notice losing?

Before Adding A New Tool

1. What specific problem is this solving that current tools don't?
2. Who is responsible for actually setting it up and training the team?
3. What's the plan if adoption doesn't happen?