

Choosing language school software: the checklist

Seven questions that separate management systems faster than any feature list, to take into every demo call, including ours.

☐ **1. Does the software cover the whole journey?**

Enquiry → quote → booking → invoice → payment with the same master data or a patchwork of tools with double entry at every seam?

☐ **2. Is accommodation management a real module?**

Host families and residences with availability, occupancy periods and attributes. Ask concretely: can the system prevent a double booking?

☐ **3. Do website enquiries land in the system directly?**

Forms belong on your website and should reach the system without an inbox detour: fields, mandatory inputs and languages configurable.

☐ **4. How much manual work hides in payment reconciliation?**

Does the system read bank statements automatically (open banking) and propose the matching invoice? Have it shown live in the demo.

☐ **5. Can agencies and partners be connected properly?**

Own price lists and commission rates per agency, traceable statements, ideally a partner portal. Otherwise every statement is manual work.

☐ **6. Where does the data live and who can see it?**

Hosting location, role-based access rights, backups, data processing agreement. A serious vendor answers this in writing.

☐ **7. What does the switch actually look like?**

Which legacy data comes across, is there a test import before go-live, who trains the team? Practised answers signal experience.
