DESIGN WORKSHEET

Network design questionnaire

Capture the information needed to design, quote and commission the installation. Complete one endpoint and traffic schedule per site and attach floor plans and rack drawings.

Project and ownership

- Who owns design, installation, operations and approval? Identify project locations, critical services, maintenance windows, availability target and future expansion. Who controls the existing LAN, WAN and IP plan?
- List business, guest, AV, cameras, access control, voice, automation, storage and internet services. Identify security boundaries, required cross-VLAN flows and external dependencies. Document who owns remote access, updates and monitoring.

Endpoint and infrastructure schedule

- Per room or rack: quantity, device model and revision, protocol, role, NIC speed, port type, peak bitrate, PoE class and watts, VLAN, redundancy and physical location. List concurrent subscriptions, latency targets, clock profiles and control discovery.
- Record copper/fiber types, channel length, patch panels, optical loss, available conduits, rack space, cooling, UPS and circuits. Note existing switch and uplink capacity, PoE under normal and failed supply conditions, spare ports and growth allowance.
- For wireless, list client counts and types, density, applications, roaming, physical obstructions, interference and coverage targets. Define survey access and post-install validation.

WAN and acceptance

- Record ISP handoffs, bandwidth, public addressing, VPN, firewall ownership, failover and required site-to-site flows. For redundant circuits, confirm physical route diversity.
- Agree on acceptance tests for peak traffic, discovery, timing, coverage, PoE, uplink and power failure, recovery time, and backups. Record who signs off and what evidence is required.

References

Q-SYS Networking Requirements

Cisco, Wireless LAN design for high-density clients

Documentation review. Validate with the exact firmware and endpoints before deployment.