



WMS System Performance Monitoring Checklist

System Availability & Uptime

Verifies the consistent operation of the WMS and associated infrastructure.

Uptime Percentage (Last 24 Hours)

Last Outage Start Date

Last Outage End Date

Duration of Last Outage

Description of Last Outage (if applicable)

Is System Currently Online?

- ☐ Yes
- ☐ No
- ☐ Unknown

Number of System Restarts (Last 24 Hours)

Enter a number...

Notes on System Stability (e.g., unusual behavior)

Write something...

Transaction Response Times

Evaluates the speed and efficiency of key WMS processes (e.g., receiving, picking, shipping).

Receiving Time (Seconds)

Enter a number...

Putaway Time (Seconds)

Enter a number...

Picking Time (Seconds)

Enter a number...

Packing Time (Seconds)

Shipping Time (Seconds)

Inventory Lookup Time (Seconds)

Typical Order Processing Time

Database Performance

Checks database query speeds, storage utilization, and overall health.

Average Query Execution Time (ms)

Database Storage Utilization (%)

Number of Active Database Connections

Enter a number...

Transaction Log Size (GB)

Enter a number...

Recent Slow Query Analysis (if any)

Write something...

Last Database Maintenance Date

Enter date...

Database Server Version

- ☐ Version 1
- ☐ Version 2
- ☐ Version 2.1
- ☐ Unknown

Interface Performance (Integrations)

Assesses the reliability and speed of data exchange with other systems (ERP, TMS, etc.).

ERP Integration Response Time (seconds)

Enter a number...

TMS Integration Response Time (seconds)

Enter a number...

ERP Integration Status

- ☐ Operational
- ☐ Degraded
- ☐ Down

TMS Integration Status

- ☐ Operational
- ☐ Degraded
- ☐ Down


Last Successful Data Synchronization (ERP)

Enter date...

Any Recent Integration Errors/Issues?

Write something...

Integration Error Logs (if applicable)

 Upload File

Synchronization Frequency (minutes)

Resource Utilization (CPU, Memory)

Monitors server resource consumption to identify potential bottlenecks.

Current CPU Utilization (%)

Peak CPU Utilization (Last 24 Hours) (%)

Average Memory Utilization (%)

Free Memory (GB)

Disk Space Utilization (%)

Last Monitoring Timestamp

Enter time...

Notes/Comments on Resource Usage

Write something...

Error Logs & Alerts

Reviews error logs and confirms proper alert configuration for critical events.

Review Recent Error Log Entries

Write something...

Number of Errors Detected (Past 24 Hours)

Enter a number...

Severity Level of Critical Errors

- ☐ Informational
- ☐ Warning
- ☐ Error
- ☐ Critical

Date of Last Critical Alert

Enter date...

Time of Last Critical Alert

Enter time...

Alert Channels Configured (e.g., Email, SMS, Dashboard)

- ☐ Email
- ☐ SMS
- ☐ Dashboard
- ☐ Pager

Summary of Recent Alert Trends

Write something...

Scheduled Jobs & Batch Processes

Confirms successful execution and timely completion of scheduled tasks.

Scheduled Job Start Time

Enter time...

Number of Records Processed

Enter a number...

Last Successful Run Date

Enter date...

Job Output/Log Summary

Write something...

Job Status (Success/Failure/Warning)

☐ Success

☐ Failure

☐ Warning

Error Count

Enter a number...

Error Details (if applicable)

Write something...

User Experience & System Responsiveness

Gathers feedback and evaluates the overall user experience within the WMS.

Average Task Completion Time (seconds)

Enter a number...

Overall System Ease of Use

- ☐ Very Easy
- ☐ Easy
- ☐ Neutral
- ☐ Difficult
- ☐ Very Difficult

Describe any usability issues encountered

Write something...

Number of User Support Tickets Related to Usability (last week)

Enter a number...

Clarity of On-Screen Instructions

- ☐ Very Clear
- ☐ Clear
- ☐ Neutral
- ☐ Unclear
- ☐ Very Unclear

Which areas of the WMS need UI improvements?

- ☐ Receiving
- ☐ Putaway
- ☐ Picking
- ☐ Packing
- ☐ Shipping
- ☐ Inventory Management

Network Performance

Evaluates network latency and bandwidth impacting WMS operations.

Average Network Latency (ms)

Peak Bandwidth Utilization (%)

Packet Loss Rate (%)

Time of Peak Network Utilization

Network Connection Type (Wired/Wireless)

- ☐ Wired
- ☐ Wireless

Description of Recent Network Events

Write something...

Security Audit Trail Review

Examines audit trails for suspicious activity and access violations.

Date of Audit Review

Enter date...

Number of User Access Records Reviewed

Enter a number...

Were suspicious login attempts detected?

- ☐ Yes
- ☐ No
- ☐ Not Applicable

Details of any suspicious activity found

Write something...

Were user permissions reviewed?

☐ Yes

☐ No

Explanation/Details regarding user permissions review

Write something...

Number of privilege escalation events recorded

Enter a number...