

Feature Request Form Template

All questions are optional. Select one answer for each choice question.

Write your answers to the open questions in the space provided.

Tell the product team about one improvement you would like. Describe the task without including private data or account credentials. Submitting a request does not guarantee a release or reply. All fields are optional.

1. What are you trying to accomplish in the product?

2. What makes that task difficult today?

3. How do you handle the task now?

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4. How often do you need to do this task?

- ☐ Daily or almost daily
- ☐ About weekly
- ☐ About monthly
- ☐ Less than monthly
- ☐ This was a one-time need
- ☐ I have not needed to do it yet

5. What would a successful outcome look like?

6. What feature or change would you suggest?

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7. If the team needs clarification, what email address may it use to contact you?
