

# AI Readiness Checklist

Just select one answer from the three available. Everything should be clear :)

- 1. Is your organization's strategy bold or cautious?**
  - a. Bold, i.e. we stick to rigid and well-defined strategies
  - b. Moderate, we regularly review our goals and policies
  - c. Cautious, our goals can change every quarter or so
- 2. To what extent is your organization looking to AI technologies to transform how you do business?**
  - a. Not looking at all
  - b. We look forward into more digitalization but not necessarily AI-based
  - c. We are interested primarily in AI and its capabilities
- 3. How does your organization incorporate opinions, feedback and needs from your teams or your customers into your overall strategy?**
  - a. Random surveys and general market research
  - b. Focus groups
  - c. Detailed analysis of customers feedback (emails, chats, logs)
- 4. Does your organization consider ethics when formulating strategy?**
  - a. Only on the legal level
  - b. Yes, we have unofficial ethical red lines not to cross
  - c. Yes, we have officially defined and declared ethical policies
- 5. Is your organization an early adopter of technology or do you wait to implement technology after it has matured?**
  - a. We don't change technologies that are working well
  - b. We regularly review and change outdated systems
  - c. We are early adopters of new technologies
- 6. How long does it take your organization to turn insights from data into actions?**
  - a. We do yearly or so reviews of main metrics and change our strategies accordingly
  - b. It takes every 3 months or so to turn data insights into actions
  - c. We do it practically in real-time, daily or weekly
- 7. How are important decisions usually made within your organization?**
  - a. Intuition or consensus of leaders
  - b. Research from the Internet
  - c. Extensive data-driven decision making from paid data sources
- 8. Does your organization have existing talent in data science or do you use external partners or consultants?**
  - a. We outsource even basic IT functions
  - b. We have internal IT department who cooperates with external data scientists
  - c. We have separate data science and analytics team in-house
- 9. Do you have standards for customer data protection and privacy in place?**
  - a. Data protection? Yes, we have good passwords in databases

- b. We focus on protection personal and sensitive client's data
  - c. We are fully GDPR-compliant company
- 10. How is your organization planning to or currently using AI today? Please select ALL that apply.**
- a. We don't use AI or data-driven decision-making at all
  - b. We would like to move from reactive to predictive decision-making and eliminate risks
  - c. We plan to know our customers more and create new products / markets
- 11. When it comes to content, is your organization largely digital or still paper-based?**
- a. Reading on the paper is better for the eyes
  - b. Mostly digital, but we deal with legal issues in analogous way
  - c. Fully digital and Docusign is our best friend
- 12. How much does automation play a part in your organization's operations?**
- a. Automation? We can hire as many people as we want!
  - b. We digitize some processes, but core functions and decisions are still done by humans
  - c. Our employees only supervise the work of the machines
- 13. What is the maturity level of your organization's IT processes and operations?**
- a. They fix printers, install Windows from CD and set up WiFi
  - b. They maintain full digital ecosystem and supervise external collaborators if needed
  - c. They win programming competitions in the free time
- 14. Please select the answer that best describes how projects are carried out in your organization.**
- a. Sequentially, one-by-one
  - b. Segmented, some teams can work in parallel
  - c. Agile, working parallelly on prioritized tasks

As you already could guess, the more "c"-s you got, the more you're ready for AI adaptation very well. You can start with collaborating with external teams or even hire internal data science teams for executing very first projects. If your "b"-s are leading in the poll, it means you're good with general digitization processes, however they're not purely data-driven. It could be a good start with AI design sprints and other educational events. If the "a"-s are the most frequent answer, you should focus a bit more on general IT infrastructure, data storage and policies.

The questions from the polls are inspired by the following sources:

- <https://discover.microsoft.com/ai-readiness-and-your-organization/>
- <https://elementai.typeform.com/to/rZaPW0>
- <https://www.tmforum.org/collaboration/ai-data-analytics-project/ai-readiness-check/>
- <https://www.ibm.com/industries/federal/resources/military-ai-assessment/>