

The AI-Ready Leadership Checklist

Twelve questions to answer before you adopt any AI tool.

Most AI projects do not fail because the tool is bad. They fail because no one answered the right questions first. Run this list before you buy, build, or roll anything out.

- ☐ **01** What specific decision or task are we trying to speed up?
- ☐ **02** Who owns this workflow today, and what breaks if it changes?
- ☐ **03** What does a good result look like, in a number?
- ☐ **04** Where does our data live, and who is allowed to see it?
- ☐ **05** What is the cost of doing nothing for another quarter?
- ☐ **06** Which task is repetitive enough to be worth automating first?
- ☐ **07** Who on the team will actually use this, and are they bought in?
- ☐ **08** What is our rule for checking AI output before it goes out?
- ☐ **09** What is the smallest test we can run in two weeks?
- ☐ **10** How will we know it worked, and by when?
- ☐ **11** What is our plan if it fails or gets misused?
- ☐ **12** Who is accountable for the result, not just the tool?

YOUR NEXT STEP

Turn these answers into a 90-day plan.

The AI-Ready Business Workbook is your step-by-step, 90-day plan to make it real.

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