

Operational Readiness Assessment

Where will AI compound for you — and where will it leak? Score yourself in 5 minutes.

How it works: read each statement and rate how true it is for your organization, from 1 (strongly disagree) to 5 (strongly agree). Circle or mark one number per row. Total your score on page 3.

1 = Strongly disagree 3 = Somewhat true 5 = Strongly agree (mark one per row, right side)

/01 Workflow Architecture

Our core processes are documented and followed — not just “known” by a few people.

1	2	3	4	5
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Handoffs between teams and tools are clearly defined; work rarely gets dropped.

1	2	3	4	5
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A new hire can learn a process quickly without weeks of shadowing.

1	2	3	4	5
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Work moves predictably; we rarely chase status or redo things.

1	2	3	4	5
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/02 Decision Infrastructure

Every important decision has a single, clear owner.

1	2	3	4	5
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Decisions that should take hours don’t take weeks.

1	2	3	4	5
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Our meetings produce decisions, not just status updates.

1	2	3	4	5
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People know what they’re empowered to decide without escalating.

1	2	3	4	5
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Operational Readiness Assessment

Dimensions 3–5

/03 Data & Knowledge

Key information lives in shared systems, not in individuals' heads.

1	2	3	4	5
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When someone leaves, their knowledge stays with the company.

1	2	3	4	5
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We trust our data enough to make decisions on it.

1	2	3	4	5
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Teams aren't re-entering or reconciling the same data across tools.

1	2	3	4	5
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/04 Team & Ownership

Roles and responsibilities are clear; little overlaps or falls through the cracks.

1	2	3	4	5
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The business can run for a week without the founder unblocking everything.

1	2	3	4	5
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We hire into defined roles, not a vague "we need help."

1	2	3	4	5
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Accountability is clear — we know who owns each outcome.

1	2	3	4	5
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/05 AI Readiness

Our workflows are structured enough that automation or AI could plug in.

1	2	3	4	5
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We've identified where AI would actually help (not just "we should use AI").

1	2	3	4	5
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The AI tools we've tried have delivered measurable value.

1	2	3	4	5
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We could scale to 2× our volume without our operations breaking.

1	2	3	4	5
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Your Score & What It Means

Add your marks: each dimension is out of 20; total out of 100.

Scorecard

01 Workflow Architecture	___ / 20
02 Decision Infrastructure	___ / 20
03 Data & Knowledge	___ / 20
04 Team & Ownership	___ / 20
05 AI Readiness	___ / 20
TOTAL	___ / 100

What your score means

85–100

Fortress-ready

Your operating layer can carry AI and scale. Focus on targeted enablement to compound the advantage.

65–84

Solid but leaking

A good foundation with specific friction points quietly costing you. A diagnostic finds and seals the leaks.

45–64

Fragile

Real operational risk. AI would amplify the gaps. Build the operating layer before scaling AI.

20–44

At risk

The foundation isn't ready; adding tools will compound problems. Start with the fundamentals.

Want the version specific to your operation?

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