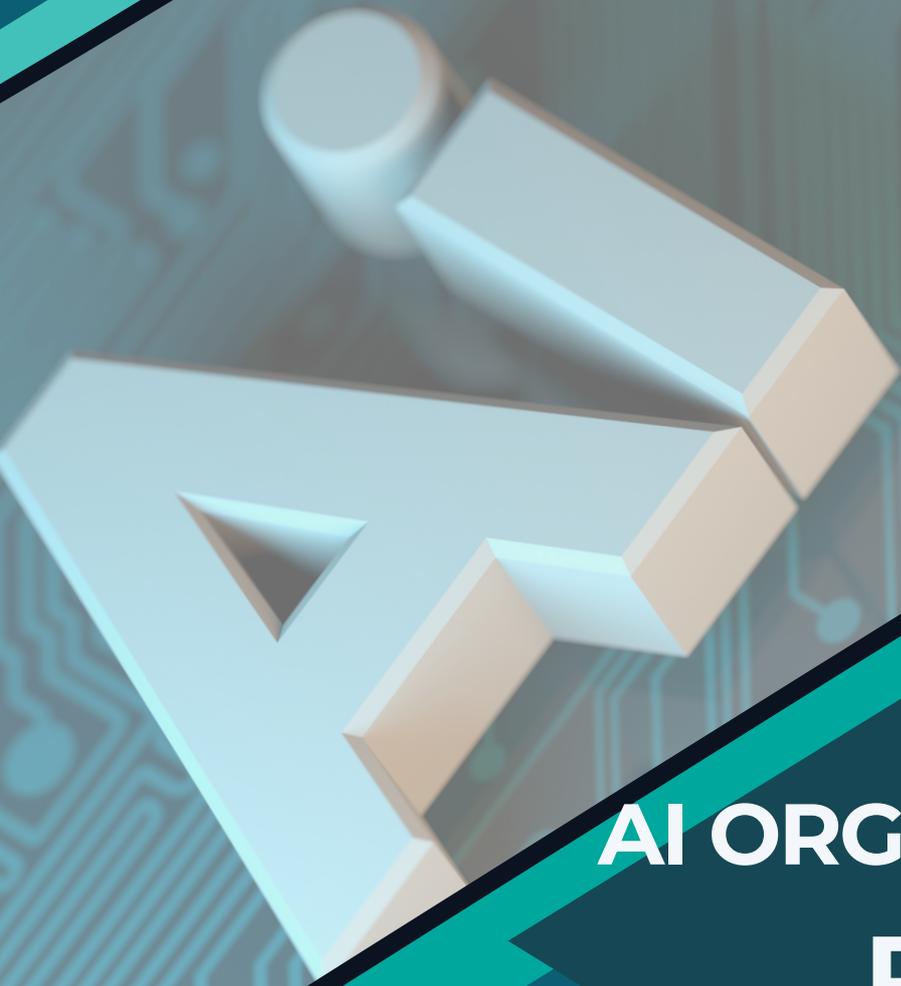




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# AI ORGANIZATIONAL READINESS CHECKLIST

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# Executive Summary

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## Ready to become an AI-Ready company?

In the fast-paced realm of modern business, the integration of Artificial Intelligence (AI) is a strategic necessity for enterprises aiming to excel in a fiercely competitive environment. AI adoption offers a gateway to innovation, operational efficiency, and enhanced customer experiences, positioning organizations at the forefront of digital transformation. By leveraging AI technologies, companies can automate tasks, extract valuable insights from data, and make informed decisions that drive them towards success in a rapidly evolving market landscape. **Simply said, companies can become AI-Ready.**

Becoming an AI-Ready company requires a comprehensive approach to laying the groundwork for seamless integration. Organizations must establish robust data governance structures, implement stringent cybersecurity measures, and adhere to ethical guidelines to ensure responsible AI deployment, amongst many other critical issues.

This checklist walks you through the necessary issues to take note of and puts you in a position to outpace competitors and propel your company towards sustained growth, innovation, and market leadership.



# Organizational AI Readiness Checklist

- Assess Your Current State
- Define Objectives and Scope
- Identify & Engage Key Stakeholders
- Develop a Data Governance Strategy
- Develop a Data Privacy Strategy
- Build a plan to Upskill your workforce

#AI-Ready



# Organizational AI Readiness Checklist

- Identify the Technology requirements
- Identify the Cybersecurity requirements
- Develop a change and adoption plan
- Identify AI Use Cases for Pilot purposes
- Create Metrics and Milestones
- Build a Roadmap for your Organization

#AI-Ready

# AI Readiness Checklist

## Assessing Your Current State

- Evaluate your organization's current capabilities and infrastructure related to AI.
- Consider factors such as data availability, technology infrastructure, talent pool, and existing AI initiatives.
- Use the provided self-assessment checklist to identify strengths, weaknesses, opportunities, and threats (SWOT) in your AI readiness journey.

## Defining Objectives and Scope

- Clarify your organization's goals and objectives for adopting AI technologies.
- Define the scope of your AI readiness initiative, including target areas and desired outcomes.
- Align your AI objectives with your overall business strategy and long-term vision.

## Identify & Engage Key Stakeholders

- Identify key stakeholders within your organization who will both sponsor and be impacted by AI adoption.
- Develop a communication plan to engage stakeholders and gain their buy-in.
- Foster a culture of collaboration and openness to ensure successful AI implementation.

## Develop a Data Governance Strategy

- Evaluate your organization's data management practices, including data quality, governance, and privacy.
- Define a data strategy that aligns with your AI objectives and ensures the availability of high-quality data for AI initiatives.
- Establish protocols for data collection, storage, and usage to mitigate risks and ensure compliance with regulations.

# AI Readiness Checklist

## Develop a Data Privacy Strategy

- Identify and adhere to relevant privacy/compliance requirements and regulations (e.g., GDPR, CCPA) when collecting, processing, and storing data for AI purposes.
- Identify processes for respecting data subject rights, including the right to access, rectify, and erase personal data, providing mechanisms for individuals to exercise their rights and control over their data used in AI systems.

## Build a plan to Upskill your workforce

- Assess the skills and knowledge gaps within your organization related to AI.
- Develop a training and development plan to upskill employees on AI concepts and technologies.
- Encourage continuous learning and knowledge sharing to build a competent AI workforce.

## Identify the Technology Requirements

- Assess the current technology landscape and infrastructure readiness for AI implementation.
- Evaluate the compatibility of existing systems with AI solutions and identify any necessary upgrades or integrations.
- Consider scalability, security, and cost-effectiveness when selecting AI technologies and platforms.

## Identify the Cybersecurity requirements

- Identify data security measures such as robust encryption, access controls, and secure storage protocols to protect data used in AI systems.
- Evaluate current vulnerability assessment and penetration testing processes to identify and remediate security vulnerabilities in AI systems and infrastructure.
- Assess 3rd-party risk management practices and risks associated with third-party vendors and service providers involved in AI initiatives.

# AI Readiness Checklist

## Develop a change and adoption plan

- Develop a comprehensive change management strategy to facilitate the adoption of AI technologies.
- Communicate the benefits of AI adoption to employees and stakeholders and address any concerns or resistance.
- Provide training and support to ensure smooth transition and integration of AI into existing workflows and processes.

## Identify AI Business/Use Cases for Pilot purposes

- Identify potential AI use cases that can deliver value to your organization.
- Develop a roadmap for implementing AI initiatives, prioritizing use cases based on their potential impact and feasibility.
- Pilot test AI solutions and iterate based on feedback before full-scale implementation.
- Refer to our AI ProfitFinder Programme

## Create Metrics and Milestones

- Establish metrics and KPIs to track the progress and impact of your AI initiatives.
- Implement monitoring and evaluation mechanisms to assess the effectiveness of AI solutions and identify areas for improvement.
- Use data-driven insights to optimize AI implementations and drive continuous innovation.

## Build a Roadmap for your Organization

- Assess the skills and knowledge gaps within your organization related to AI.
- Develop a training and development plan to upskill employees on AI concepts and technologies.
- Encourage continuous learning and knowledge sharing to build a competent AI workforce.
- Refer to our AI RoadMap Programme

# Next Steps

## AI Readiness Dashboard

The AI-Readiness Dashboard provides a comprehensive assessment tool for organizations to evaluate their readiness for AI adoption, spanning cybersecurity, data privacy, technology infrastructure, and workforce capabilities.

By offering a holistic view of AI readiness factors, it empowers organizations to identify strengths, address weaknesses, and strategically plan for successful AI implementation.

This Programme has a Webinar attached to it and also has a Done-with-you (i.e. side-by-side option)

[Read More](#)

## AI Profit-Finder Workbook

The AI-Profit Finder workbook provides businesses with a practical step by step guide to uncover AI-driven revenue opportunities tailored to their core operations.

Developed by our team of seasoned experts, it offers actionable insights and guidance to empower businesses in navigating the complexities of AI implementation for sustainable profit growth.

This Programme has a Webinar attached to it and also has a Done-with-you (i.e. side-by-side option)

[Read More.](#)

**Tosin Shobukola** is a seasoned leader in Enterprise Technology Solutions and Business Innovation, with over 17 years of experience across multiple industries. Currently leading ApreeCourt Solutions, he crafts innovative solutions driving Digital Transformation, Artificial Intelligence and Data Analytics. His tenure at Microsoft saw him revolutionize cloud solutions, saving clients significant costs. As the founder of Analytics Africa (a Social Enterprise company), he fosters talent and inclusivity in data analytics. With diverse interests including hosting a podcast and community service, Tosin is a thorough-bred professional with global impact, who embodies excellence and innovation, poised to propel organizations to unparalleled success.





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