

# All About...

## AI Readiness Assessment for Small Businesses

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Designed to help small business owners evaluate their current capacity to adopt and benefit from AI technologies, this assessment is divided into five key categories, each with a scoring system:

**Instructions:** Rate each item in each of the five sections from 1 (not at all) to 5 (fully) based on your current business status. Then total each of the five sections to obtain your final score.

### 1. Strategic Alignment (min: 5 points/max: 25 points)

How aligned is your business strategy with digital transformation and AI?

1. Our business strategy includes a focus on digital tools and innovation:
2. Leadership understands the potential of AI for competitive advantage:
3. We have clear business goals where AI could add measurable value (e.g., automation, customer insights):
4. We're open to investing time and resources in emerging technologies:
5. We regularly assess market trends and tech opportunities:

Total for Section 1:

### 2. Data Readiness (min: 5 points/max: 25 points)

How well are your data practices suited to AI use?:

1. We collect digital data about our customers, operations and/or sales:
2. Our data is stored in a structured, accessible format (e.g., cloud databases, CRMs):
3. We clean and maintain data regularly for accuracy and consistency:
4. We understand data privacy and comply with regulations (e.g., GDPR, CCPA):
5. We can track key performance indicators with data analytics tools:

Total for Section 2:

### 3. Technology Infrastructure (min: 5 points/max: 25 points)

Do you have the technology foundation to support AI solutions?

1. We have stable Internet and IT systems that support cloud and software tools:
2. Our core business systems are digital (e.g., inventory, scheduling, CRM):
3. We use automation tools (e.g., email marketing, chatbots, accounting software):
4. We can integrate third-party tools via APIs or connectors:
5. We have access to external IT support or a tech-savvy team member:

Total for Section 3:

#### 4. Skills & Culture (min: 5 points/max: 25 points)

Is your team ready to adopt and work with AI?

1. Our team is open to learning new tools and workflows:
2. We have basic digital literacy across the organization:
3. We've invested in staff training or professional development:
4. We have someone who can lead digital/AI initiatives (even part-time):
5. We're willing to work with outside consultants or vendors if needed:

Total for Section 4:

#### 5. Use Case Readiness (min: 5 points/max: 25 points)

Are you prepared to start implementing AI in practical ways?




1. We've identified business problems that AI could help solve:
2. We've explored existing AI tools (e.g., chatbots, forecasting, automation):
3. We understand the basic costs and benefits of AI adoption:
4. We've tried or piloted any AI tool (even something simple like ChatGPT or Zapier AI):
5. We have internal processes that could be improved with automation or prediction:

Total for Section 5:

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 Your Final Score is:

#### Readiness Levels:

- **100–125:**  *AI Ready* – Your business is well-positioned to adopt AI. Consider starting with targeted tools or pilot projects
- **70–99:**  *Emerging Readiness* – You're on the right track. Focus on filling specific gaps (e.g., data, skills, tools)
- **40–69:**  *Foundation Needed* – Start with digital basics, training, and clearer use cases
- **Below 40:**  *Early Stage* – Begin with small wins: digitization, data collection, and awareness building

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**CAVEAT:** *While AI has vast capabilities, it comes with enormous cybersecurity risks!*

**CALL to ACTION:** *We'll check your IT infrastructure for active vulnerabilities and show you how to lock down the risks, so you can securely harness the power of AI.*

[Click here](#) to book your **FREE Cybersecurity Assessment**.

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**Questions? Call us today at 267-699-2551** and get a real person (no AI bots... LOL!).

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