START

Round 1 – Define a Use Case
What business challenge should the AI system address?
(Examples: better forecasting, prioritizing leads, customer retention, faster response times)

AI Challenge

Round 2 – Data Sources & Readiness
Name two data sources, and rate them:

1

2

For each source:

1

Accessibility (1 = hard to access, 5 = easily available)
Quality/Cleanliness (1 = messy/inconsistent, 5 = reliable)
Volume & Frequency (1 = too little/rare updates, 5 = sufficient and frequent)
Cost/Expensiveness (1 = very costly, 5 = free or affordable)

	1	2	3	4	5
	○	○	○	○	○
	○	○	○	○	○
	○	○	○	○	○
	○	○	○	○	○

+

2

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	○	○	○	○	○
	○	○	○	○	○

Round 3: AI Processing
Could you outline the proposed AI processing steps? This includes selecting appropriate models/algorithms and considering deployment strategies.

Inputs:
- AI/ML Model Selection
- → What could we use for this?
- Deployment Strategy

Round 4: Expected Business Value
Quantify the potential business value of the AI system. Consider both tangible benefits (e.g., cost savings, revenue increases) and intangible benefits (e.g., improved customer satisfaction, enhanced decision-making).

Inputs:
- Tangible Benefits
- Intangible Benefits
- Key Performance Indicators (KPIs)

Round 5: First Steps
Identify the immediate next steps required to initiate the AI project. This includes resource allocation, team formation, and initial data exploration.

Inputs:
- Action Items
- Responsibilities
- Timeline
- Resources Required

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