AI Readiness Self-Assessment

A diagnostic tool to evaluate your organization's preparedness for AI adoption and scaling

Why AI Readiness Matters

Artificial intelligence has the potential to unlock new levels of efficiency, innovation, and competitive advantage — but not every organization is prepared to realize that value. Without clear strategy, strong foundations, and the right culture, AI initiatives risk stalling, underdelivering, or creating unintended risks.

This self-assessment helps you:
- Benchmark your AI readiness across critical areas
- Identify strengths and gaps before launching initiatives
- Prioritize actions to accelerate adoption and maximize ROI

💡 Tip: Use this assessment as a conversation starter with your leadership team. Your readiness score is the beginning — not the end — of the journey.

How to Use This Assessment

1. Review each category and subcategory.
2. Assign a score from 1 (Not Ready) to 5 (Fully Ready) based on your current state.
3. Add notes for evidence, examples, or concerns.
4. Total your score to get your AI Readiness Level.
5. Use the improvement guide to plan your next steps.

Category 1: Strategy & Vision *(Max 25 points)*

Subcategory	Guiding Questions	Score (1-5)	Notes
Executive Alignment	Is AI part of the organizational vision, with leadership buy-in?		
Strategic Roadmap	Do we have a documented plan for AI adoption and scaling?		
Business Case Development	Are AI use cases linked to measurable business outcomes?		
Prioritization Process	Do we evaluate AI projects based on ROI and risk?		

Subcategory	Guiding Questions	Score (1-5)	Notes
Cross-Functional Involvement	Are multiple departments engaged in AI planning?		

Category 2: Data & Technology Foundations *(Max 25 points)*

Subcategory	Guiding Questions	Score (1-5)	Notes
Data Availability	Do we have access to the data needed for AI use cases?		
Data Quality & Governance	Are data accurate, complete, and governed by clear policies?		
Infrastructure	Is our tech stack capable of supporting AI tools and scaling?		
Integration capabilities	Can AI solutions connect seamlessly with existing systems?		
Security & Privacy	Are we prepared to manage AI-related data security and privacy risks?		

Category 3: People & Skills *(Max 25 points)*

Subcategory	Guiding Questions	Score 91-5)	Notes
Leadership Literacy	Do leaders understand AI's potential, limits and risks?		
Skills Inventory	Do we have in-house AI, data science, or analytics expertise?		
Training Programs	Are employees trained to work effectively with AI?		
Change Management	Is there a plan for managing the human side of AI adoption?		
Talent Partnerships	Do we partner with universities, vendors, or experts to fill skill gaps?		

Category 4: Governance & Risk Management *(Max 25 points)*

Ethical Guidelines	Do we have principles for the responsible us of AI?		
Compliance Policies	Are we aware of and aligned with relevant AI regulations?		
Risk Assessment	Do we evaluate AI projects for operational, reputational, and legal risks?		
Transparency	Can we explain AI decision-making to stakeholders?		
Monitoring & Oversight	Do we have processes to review and improve AI systems over time?		

Scoring Guide
Step 1: Add scores for each category.
Step 2: Total out of 100 points.

Score Range	Readiness Level	Interpretation
85-100	Ready to Scale	Strong foundations. Proceed with scaling initiatives.
65-84	Implementation Ready	Good foundations. Address gaps before large-scale deployments.
45-64	Foundation Building	Several gaps. Focus on strategy, data and skills fast.
Below 45	Not Ready	Significant gaps. Build core capabilities before starting major AI projects.

Improvement Guide
Use this guide to improve in areas with low scores:
- Strategy & Vision → Hold an AI strategy workshop to align leadership and set priorities.
- Data & Technology → Invest in data quality initiatives and infrastructure upgrades.
- People & Skills → Launch targeted AI literacy and training programs; consider partnerships.
- Governance & Risk → Develop or refine ethical AI guidelines and risk management processes.

Next Steps

Your AI readiness score is a starting point — SG+I can help you translate it into a roadmap for action.

Book an AI Readiness Consultation

We'll review your assessment results, identify quick wins, and build a plan to get you AI-ready faster.

[Book a Session] | [Contact SG+I]