

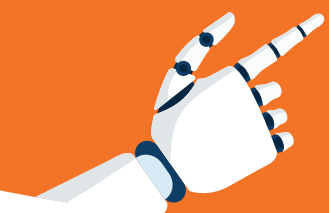


YOUR SUCCESSFUL AI ADOPTION JOURNEY STARTS NOW

An AI revolution is underway that's set to change the way we all work forever.

If you are ready to start your AI Adoption journey, read our 10 step guide to AI Adoption and make sure it's a success.

We're here to help you every step of the way, let's start off with an informal chat about how to get started.



T: 1300 93 44 06
E: hello@aigile.dev
W: aigile.dev

10 Steps to Successful AI Adoption



1

UNDERSTAND THE RISKS

There are many risks associated with the use of AI in a business, it is important that you understand these risks before you get started. Here are 9 of the risks we've identified. There may be more for you, especially if you work in a niche business area or have local laws that could impact any AI implementation.

Accuracy and Accountability:

AI isn't flawless and may err. Ensure checks and balances are in place for AI outputs.

Skills Gap: Acknowledge AI's limitations and strengths. Acknowledge your people's too.

Privacy and IP Protection: Use AI tools cautiously, protecting your and your customers' data, especially with free tools.

Bias: AI tools carry biases from human data. Implement checks to mitigate bias.

Transparency: Be open about AI use with customers and staff, labeling AI-generated content.

Ethics: Address ethical issues, particularly the impact on staff and customers, with a view to preventing future problems.

Regulatory Compliance:

Ensure AI-generated content complies with laws and regulations.

Costs: Understand the financial implications. AI can be costly to implement and requires a solid business case.

The End of Humanity: Consider the broader, speculative impact of AI on humanity, keeping a perspective on its potential global effects.

ASSESS THE POTENTIAL

Before you jump into making changes, undergo a thorough analysis of your business to see if and where AI has the potential to make a difference.

This can be done at a fairly high level initially, but it is important that there is a clear business case before you start making changes that could impact the business in a big way.

2



3

MAKE A STRATEGIC PLAN AND COMMIT

Many businesses start to adopt AI reactively without a clear plan or strategy, leading to inconsistent application, increased risks, and minimal benefits. While some individuals using AI may temporarily boost productivity, you can lose all of that benefit if they leave.

For AI to truly benefit your business, adopt a proactive stance. Start with research and a solid business case. If viable, develop a strategic plan and a clear policy, then commit to it. This structured approach ensures lasting positive impacts and reduces knowledge loss risks.

MAP YOUR PROCESSES AND AUTOMATE

AI excels in automation. First, thoroughly understand and document your current processes. Tools like Miro or any diagramming software can assist in business process mapping. For automation, built-in solutions or integrations like Zapier and Make are effective for connecting and automating tasks across different tools.

Automating processes liberates staff from mundane tasks, making their work more engaging and enjoyable. This not only enhances efficiency but also saves time and reduces costs.

4



5

MEASURE, MEASURE, MEASURE!

To gauge AI's impact on your business, track performance using key metrics:

- **Completed AI tasks**
- **Automations completed**
- **Time per task**
- **AI Tasks per person**
- **AI issues**
- **Time spent on AI vs other tasks**
- **Others to be agreed**

Note that these metrics are guides, not exact measures, and are used collaboratively rather than for individual performance management, as the latter can be counterproductive.

6

CHOOSE TOOLS AND TECHNOLOGIES WISELY

The AI tool landscape is rapidly growing, with more than 10,000 new AI products launched 2024 alone. We typically recommend established tools from proven providers for reliability and ongoing AI enhancements, like ClickUp for project management, which continuously integrates new AI features.

We're open to sharing our toolkit but won't list them due to the ever-changing nature of technology. Contact us at hello@aigile.dev for details. Currently, there are advanced tools for most business areas, especially internal services such as legal, finance, support and marketing.

7

CHANGE THE WAY PEOPLE WORK

Adopting AI across all business areas can significantly alters roles, requiring staff to adapt and upskill. We liken the dynamic to 'Master and Apprentice,' with employees becoming the 'Master' who guides their 'Apprentice' (AI).

This approach is not one-size-fits-all, but when managed well, it typically excites staff about AI's potential and allows them to delegate mundane tasks to AI tools, and focus on more rewarding work.



8

MANAGE THE CHANGE

Significant business changes must be managed diligently. Assign a lead to oversee the change, with a team for support. Follow these steps:

1. **Understand the change.**
2. **Plan the change.**
3. **Communicate the change.**
4. **Implement the change.**

Committing to this process ensures greater support and the enduring success of the changes.

HERE TO SUPPORT YOU EVERY STEP OF THE WAY

From that initial Business Analysis through to full implementation of your AI Adoption Strategy, you can benefit from our AI knowledge, skills and experience across all of these areas.



AI Strategy
and Planning



AI Policies
and Procedures



AI Risk
Analysis



Tools and
Technologies



Automations and
Integrations



AI Change
Management



Workshops and
Training



AI Performance
Tracking



Continuous AI
Improvement



T: 1300 93 44 06
E: hello@aigile.dev
W: aigile.dev

9

ADOPT A CONTINUOUS IMPROVEMENT MINDSET

The pace of change in AI means that many businesses will have to change their mindset and become much more agile in their approach, with constant change becoming part of their whole business approach.

The good news is that AI itself can be used to drive the change where it should and document the changes.

The business is then set up and ready for the impact of AI long into the future.

WORK WITH THE RIGHT PARTNER

Of course, you can attempt to do this on your own, but there are many benefits of working with a specialist AI Adoption Partner. When choosing your partner, look out for:

- **AI Expertise and Experience**
- **Automations Expertise.**
- **AI Tools and Technologies Expertise.**
- **Training and Facilitator skills.**
- **Custom Software Development Experience.**
- **Change Management Expertise.**
- **Planning and Project Management Expertise.**
- **Standard Operating Procedures (SOP) Mapping.**
- **Experience in your industry sector.**

And of course, make sure it is a team you can get on with.

10



GETTING STARTED

Before you start this process, let's have a chat about your business and its AI potential.

Give us a call on **1300 93 44 06** or drop us an email at **hello@aigile.dev**.

Hurry, the AI revolution is hapenning right now!