Management Playbook

Phased rollout, KPIs, and governance cadences

PSScript Manager Docs

PSScript Manager Management Playbook

This playbook is a management-focused guide for deploying, governing, and scaling PSScript Manager. It is written for non-technical stakeholders while keeping enough detail for engineering and operations leads.

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Purpose and audience

This document helps managers, program leads, and operations owners plan a phased rollout and keep governance consistent. It can also be used by engineering managers to align technical work with measurable outcomes.

Executive summary

PSScript Manager reduces risk in PowerShell automation by adding centralized inventory, AI analysis, and governance workflows. The rollout should be staged to avoid disruption and to ensure outcomes are measurable.

Key outcomes: - Centralized script inventory with ownership and tags - AI-driven security and quality insights on critical scripts - Searchable knowledge base with semantic similarity - Governance cadence with scorecards and analytics

Rollout phases

Management Rollout Phases

Phase 0: Discover
Inventory scripts
Define owners
Baseline risk

Output: inventory

Phase 1: Pilot
10-20 scripts
Train core team
Validate workflows

Output: playbooks

Phase 2: Scale
60% coverage
Embed governance
Analytics review

Output: KPIs

Phase 3: Optimize
Automation
Continuous review
Risk reduction

Output: steady state

Phase deliverables and success signals

Phase	Duration	Focus	Deliverables	Success signals
Phase 0: Discover	1-2 weeks	Inventory and ownership	Script inventory, owners, baseline risk	90% of scripts cataloged
Phase 1: Pilot	2-4 weeks	Validate workflows	Training completion, pilot scorecards	10-20 scripts analyzed
Phase 2: Scale	4-8 weeks	Expand coverage	Governance cadence, dashboards	60% coverage, monthly reviews
Phase 3: Optimize	Ongoing	Continuous improvement	Automation backlog, SLA tracking	95% on-time reviews

RACI and ownership

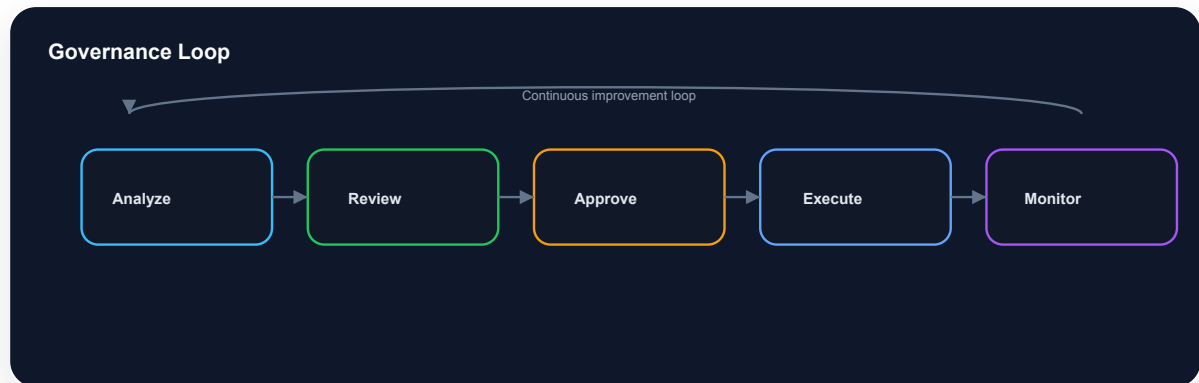| Workstream	Responsible	Accountable	Consulted	Informed
Script inventory	Script owners	Platform admin	Security	Management
Analysis and remediation	Security reviewer	Security lead	Script owner	Management
Search and documentation	Script authors	Engineering lead	Support	All users
Governance reporting	Platform admin	Program manager	Security	Executives
Training completion	Enablement lead	Program manager	Engineering	Management

KPIs and targets

KPI	Definition	Target	Owner
Coverage	% scripts with analysis results	>= 80%	Platform admin
Risk reduction	High-risk findings closed	100% in 30 days	Security lead
Owner coverage	Scripts with owner tag	100%	Script owners
Search adoption	Weekly search sessions	>= 3 per user	Enablement lead
Review cadence	Days between reviews	<= 30	Program manager

Risk register

Risk	Likelihood	Impact	Mitigation	Owner
Unowned scripts	Medium	High	Owner tags required on upload	Program manager
Analysis backlog	Medium	Medium	Schedule batch analysis weekly	Platform admin
False positives	Low	Medium	Human review workflow	Security lead
Low adoption	Medium	High	Mandatory onboarding labs	Enablement lead
Data drift	Low	Medium	Quarterly taxonomy review	Platform admin

Governance cadence

Governance Loop

Continuous improvement loop

Analyze → Review → Approve → Execute → Monitor

Recommended cadence: - Weekly: Review top findings and remediation progress - Monthly: Review scorecards and KPIs with leadership - Quarterly: Audit taxonomy, access, and compliance requirements

Change management checklist

- Define the script ownership policy
- Align with security and compliance requirements
- Communicate pilot scope and success criteria
- Schedule training completion for pilot teams
- Establish scorecard reporting cadence
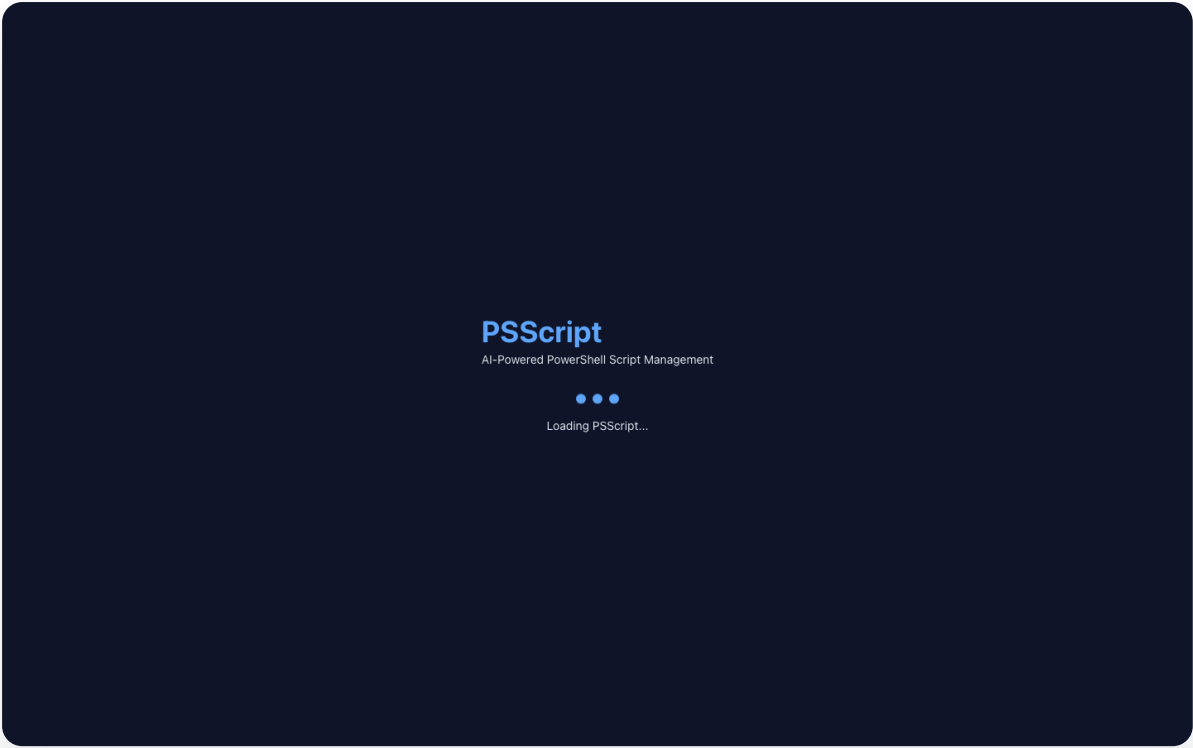- Define escalation path for high-risk findings
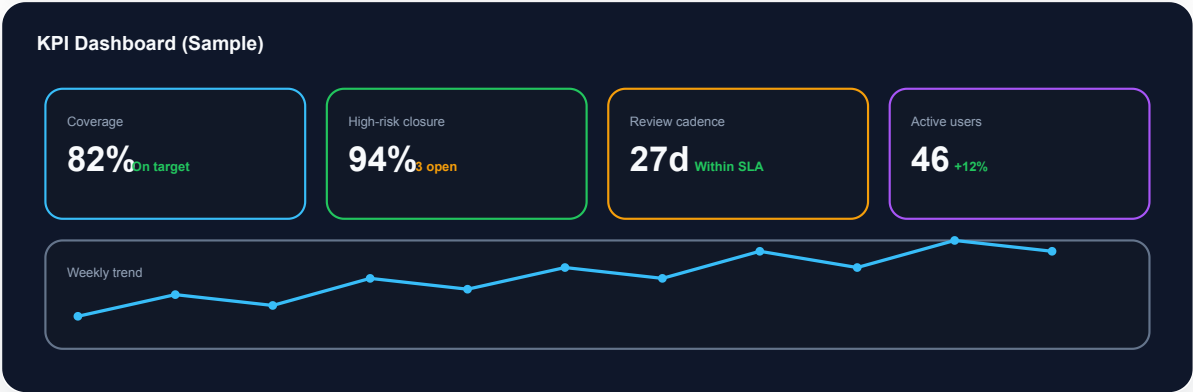
Training alignment

Training materials: - Training suite overview: `training-suite/README.md` - End-to-end guide: `training-suite/TRAINING-GUIDE.md`

Recommended minimum training completion per phase: - Phase 0: Module 01 - Phase 1: Modules 01-03 + Labs 01-02 - Phase 2: Modules 01-05 + Labs 01-04 - Phase 3: Quarterly refresher and governance review

Reporting templates

Sample dashboard views:

PSScript

AI-Powered PowerShell Script Management

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Loading PSScript...

Sample Usage Metrics

	410		
320		260	200
Uploads	Analyses	Searches	Docs

Security Scorecard

Overall score

8.1 / 10

Low risk

Secrets

Validation

Logging

Top findings

- 2 credential hardcodes

- 4 missing parameter guards

- 3 verbose logging gaps

- 1 high-risk cmdlet chain

- 6 scripts need owner tags

Remediation status

Open 2

In progress 3

Closed 9

Last review: 2026-01-09

Next review: 2026-02-01

KPI Dashboard (Sample)

Coverage

82% On target

High-risk closure

94% 3 open

Review cadence

27d Within SLA

Active users

46 +12%

Weekly trend

Suggested monthly report template:

Section	Details
Coverage	% of scripts analyzed, top categories
Risk	High-risk findings, remediation status
Adoption	Active users, searches, training completion
Operations	Uptime, backlog, automation changes
Next steps	Risks to address, upcoming training

Appendix: Glossary

Term	Meaning
Coverage	Percentage of scripts analyzed
Scorecard	Security and quality summary for a script
Owner tag	Tag that identifies team accountability
Vector search	Semantic search using embeddings
Governance cadence	Scheduled reviews and audits

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