

# AI Implementation Checklist

## Complete Guide to Implementing AI in Your Business

AeroVista LLC

Version 1.0 â€¢ December 2024

### Table of Contents

1. Pre-Implementation Assessment
2. Phase 1: Planning & Strategy
3. Phase 2: Tool Selection & Setup
4. Phase 3: Team Training & Change Management
5. Phase 4: Implementation & Testing
6. Phase 5: Monitoring & Optimization
7. ROI Tracking & Metrics
8. Troubleshooting Guide
9. Resources & Tools

## Pre-Implementation Assessment

### Business Readiness Checklist

- â€¢ Document all manual processes
- â€¢ Identify repetitive tasks (5+ hours/week)
- â€¢ Map data flow and dependencies
- â€¢ Calculate current time investment
- â€¢ Identify pain points and bottlenecks

### Technology Infrastructure

- â€¢ Assess current IT systems
- â€¢ Check internet bandwidth and reliability
- â€¢ Evaluate data storage capacity
- â€¢ Review security protocols
- â€¢ Identify integration requirements

### Team Readiness