

THE MONDAY-MORNING CHECKLIST

Not a framework. A list. Pin it to your monitor and check the boxes in order — each one unlocks the next.

THIS WEEK

- ☐ Block 90 minutes and complete the AI Readiness Scorecard for your function.
- ☐ Walk it into your staff meeting. Get someone to disagree with one score.
- ☐ Put your last full-year P&L on the table and run the P&L Walk.
- ☐ Name one executive sponsor whose compensation this should touch — and confirm it is you or your boss, not “IT.”

THIS MONTH

- ☐ Run a 90-minute Operator Workshop with the people who do the work.
- ☐ Combine both lists into a scored Top 10 Decision Inventory.
- ☐ Stand up the Investment Committee. Put one date on the calendar.
- ☐ Pick ONE Tier-1 decision — high impact, data ready, and the team wants it.

THIS QUARTER

- ☐ Baseline the KPI before you build. No baseline, no pilot.
- ☐ Make both calls on the Two-Decision Grid, then ship the pilot.
- ☐ Run the first Monthly Portfolio Review. Kill or fund on evidence.
- ☐ Populate the ROI Command Center with one real number.

If you cannot check the first box by Friday, you do not have an AI problem — you have a sponsorship problem.