The AI Growth Code

TOOL #13
FIRST WEEK
ACTION PLAN

Your First Week Action Plan

Monday: Assessment Day

- ☐ Document your three biggest operational challenges
- ☐ Gather the last three months of relevant data
- ☐ List current manual processes taking >2 hours daily
- ☐ Schedule a 30-minute team input session

Tuesday: Quick Win Identification

- ☐ Document your three biggest operational challenges
- ☐ Gather the last three months of relevant data
- ☐ List current manual processes taking >2 hours daily
- ☐ Schedule a 30-minute team input session

Wednesday: Resource Assessment

- ☐ Review existing technology systems
- ☐ List available team skills
- ☐ Identify potential AI champions
- ☐ Calculate the available implementation budget

Thursday: Initial Setup

- ☐ Select the appropriate AI tool for Quick Win
- ☐ Begin basic team training
- ☐ Set up data collection improvements
- ☐ Establish success metrics

Friday: Launch and Learn

- ☐ Begin using your AI tool
- ☐ Document initial feedback
- ☐ Schedule next week's checkpoints
- ☐ Plan the first progress review

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First 30 Days

Foundation Building Week 1: Quick Win Implementation

- [ ] Deploy quality monitoring system
- [ ] Train core team
- [ ] Establish baselines
- [ ] Begin data collection

Weeks 2-3: Process Refinement

- [ ] Adjust based on feedback
- [ ] Expand team training
- [ ] Fine-tune metrics
- [ ] Document early wins

Week 4: Progress Assessment

- [ ] Measure initial results
- [ ] Gather team feedback
- [ ] Identify the next opportunity
- [ ] Plan expansion steps

Days 31-60

Expansion Phase Week 5-6: Capability Enhancement

- [ ] Add predictive features
- [ ] Expand team training
- [ ] Integrate feedback
- [ ] Improve processes

Weeks 7-8: System Integration

- [ ] Connect with other systems
- [ ] Enhance reporting
- [ ] Optimize workflows
- [ ] Build team expertise

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Days 61-90

Optimization Phase Weeks 9-10: Advanced Features

- ☐ Implement predictive maintenance
- ☐ Enhance quality predictions
- ☐ Optimize production schedulin
- ☐ Expand team capabilities

Weeks 11-12: Strategic Integration

- ☐ Connect all systems
- ☐ Establish automation
- ☐ Perfect workflows
- ☐ Plan next phase

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