AI Use Case Evaluation Checklist for Businesses

Use this checklist to assess and prioritize AI use cases that align with your business strategy and goals.

Step 1: Define Business Objectives

- ☐ Clearly define your business goals and objectives
- ☐ Verify the AI use case supports a core business strategy
- ☐ Identify success metrics for the use case

Step 2: Identify Problem and Opportunity

- ☐ Identify a specific problem or opportunity AI can address
- ☐ Confirm the issue is significant enough to require an AI solution
- ☐ Compare existing solutions to ensure AI offers improvement

Step 3: Data Availability and Quality

- ☐ Ensure access to necessary data
- ☐ Verify the data's quality and volume are sufficient for AI training
- ☐ Check for any privacy or regulatory concerns

Step 4: Feasibility and Resources

- ☐ Confirm the required technical expertise for AI implementation is available
- ☐ Ensure the necessary infrastructure supports the use case
- ☐ Review budget and timeline considerations

Step 5: ROI and Value Estimation

- ☐ Estimate the potential ROI of the use case
- ☐ Ensure the projected value is significant enough to justify investment
- ☐ Assess the cost versus benefit balance

Step 6: Scalability and Long-Term Impact

- ☐ Evaluate whether the AI use case can scale across the business
- ☐ Confirm its relevance as business needs evolve
- ☐ Ensure adaptability for future improvements

Step 7: Risk Assessment

- ☐ Identify potential technical and business risks
- ☐ Ensure a mitigation plan is in place
- ☐ Confirm compliance with legal and ethical considerations

Step 8: Stakeholder Alignment

- ☐ Ensure key stakeholders are involved in the decision-making process
- ☐ Verify leadership buy-in
- ☐ Confirm effective communication of benefits and risks

Step 9: Pilot Testing and Iteration

- ☐ Plan a small-scale pilot before full deployment
- ☐ Define success metrics for the pilot
- ☐ Prepare for iterative adjustments based on feedback

Step 10: Implementation and Monitoring

- ☐ Create a detailed roadmap for full-scale implementation
- ☐ Develop a system for ongoing performance monitoring
- ☐ Ensure plans for regular model maintenance