

The AI Opportunity Audit: find where AI *pays* in your business.

This is the same impact-vs-effort framework I use inside the paid AI Opportunity Assessment. It works on paper: **list the leaks, score them, and fund the top-left square first.**

STEP 01 List where the time leaks. Repeatable, manual work: re-typing, re-looking-up, chasing, formatting, reporting.

WORKFLOW THAT EATS THE WEEK	WHO DOES IT	HRS/WK	IMPACT 1-5	EFFORT 1-5
e.g. re-typing quote details from email into the ERP	inside sales	6		

STEP 02 Score each one, honestly.

Impact = dollars, not vibes.

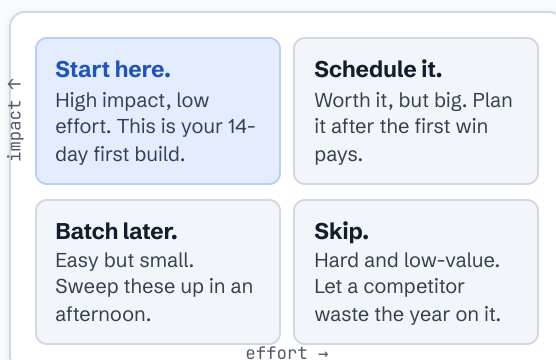
1 an annoyance nobody would miss • 3 real hours back every week • 5 a needle-mover: revenue found, a hire avoided, a bottleneck gone.

Effort = how hard to ship.

1 the data's already clean and a tool exists • 3 some wiring and clean-up • 5 months of plumbing across systems that don't talk.

STEP 03 Place your top three on the map.

Highest impact-to-effort ratio wins.



y: impact 5→1 • x: effort 1→5

A REAL RUN OF THIS EXACT SHEET

A six-department engineering firm listed **20+** time leaks. Scored on this grid, one document automation landed top-left — worth an estimated **\$15-40K a month**. That became the build.

this example is a real engagement • nothing invented

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