

30 DAY AI SPRINT ACTION PLAN

— StellisAI

Your Name:

Company:

1. TOP AI OPPORTUNITIES

Ways to Use AI In Your Role:

Operational-Improvement Ideas:

Marketing Revenue-Generating Ideas:

Sales Revenue-Generating Ideas:

2. AI SPRINT CHECKLIST

SPARK
Action

☐

Assigned Your Executive Sponsor

Name:

☐

Assigned Your AI Champion and Sprint Leader

Name:

POSITION
Company

☐

Defined Your Future Customer (<https://bit.ly/npsa-fcgpt>)

☐

Created an AI Use Policy

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Created an AI Communication Plan

RALLY
Employees

☐

Selected & Provided AI Training

☐

In-Person

☐

Online

☐

Self-Directed

☐

Started Monthly Staff Updates

☐

Lunch & Learn

☐

Newsletter

☐

Other

☐

Created Role-Specific AI Guidelines

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Shared AI Automation GPT With Staff (<https://bit.ly/aitaskfindergpt>)

3. SPRINT COMMITMENT

What Are the Goals For Your First Sprint?

Who Needs to Help:

Cadence:

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Monthly

☐

Quarterly

☐

Other

How Will Results be Shared:

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Team Meeting

☐

Written/Email Summary

☐

Other