Workflow Automation Readiness Checklist

☐ Do you have a repetitive series of tasks to implement?

☐ Do you have a process, or a number of processes, that are standardized?

☐ Do you already have paper forms for some of those processes?

☐ Is miscommunication in your organization common?

☐ Is accountability sometimes vague for the effectiveness of your processes?

☐ Is the status of a task sometimes confusing or vague to members of your organization?