

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?