

Your process & AI assessment

Example company - fictional case | 13/09/2026

Your context

Team: 10 to 49 people. Goal: Save time. Owner identified: yes.

This summary provides initial guidance based on your statements. The scores do not represent an automation rate or estimated savings.

Your priorities

1. Administration - business priority 78/100

Scope a supervised pilot

Your answers: 24 hours/week ; tasks Almost identical ; Frequent errors or blockages ; impact High ; data Structured and accessible ; sensitivity not reported.

First action: Assemble an authorised corpus and questions with reference answers before comparing conventional search and AI assistance.

Owner : Administration manager to be confirmed.

Metric : Correct, sourced answers, refusals for out-of-scope questions and respect for access controls.

Success criterion: Agree a baseline and acceptance thresholds with the teams; include quality and review time in the decision to proceed.

Consideration : Human review of every result before use. No consequential decisions or autonomous external actions during the pilot; stop immediately on a critical error.

AI opportunity to confirm: Document search with sources; explore RAG

Scoping decision

Scope a supervised pilot

Technical approach to explore

Document search with sources; explore RAG

Compare conventional search with retrieval-augmented generation (RAG), using a validated corpus with access controls and verifiable references.

Prerequisites before testing

Measure time and errors in the current process on a representative sample; agree acceptance thresholds with the process owner.

Evaluation protocol

Test questions with known answers, unanswerable questions and restricted access. Measure accuracy, cited sources and expected refusals.

Human oversight and limits

Human review of every result before use. No consequential decisions or autonomous external actions during the pilot; stop immediately on a critical error.

Your success criterion

Reduce search time while keeping answers accurate and sourced.

Your scoping answers

What would you like technology to do? Find answers in our documents

Is this process clearly defined? Documented with stable rules

Is use of the data in a pilot internally authorised? Yes, for a defined scope

Can a domain expert check the results? Yes, someone is available

What would be the consequence of an incorrect result? Significant customer or operational impact

Guidance based on explicit rules, to be confirmed by an audit. This is neither technical validation nor permission to deploy.

2. Operations - business priority 60/100

Meet prerequisites before a pilot

Your answers: 12 hours/week ; tasks Highly repetitive ; Regular delays ; impact High ; data Structured and accessible ; sensitivity not reported.

First action: Confirm access rights and permitted uses before passing data to a tool.

Owner : Operations manager to be confirmed.

Metric : Correct execution rate, handled exceptions, turnaround time and successful manual fallback.

Success criterion: Agree a baseline and acceptance thresholds with the teams; include quality and review time in the decision to proceed.

Consideration : Human review of every result before use. No consequential decisions or autonomous external actions during the pilot; stop immediately on a critical error.

AI opportunity to confirm: Compare rule-based automation with AI

Scoping decision

Meet prerequisites before a pilot

Technical approach to explore

Compare rule-based automation with AI

If rules are stable, conventional automation may suffice. Use AI for steps requiring interpretation and review.

Prerequisites before testing

Confirm access rights and permitted uses before passing data to a tool.

Arrange review by an available domain expert; provide manual handling for uncertain outputs.

Measure time and errors in the current process on a representative sample; agree acceptance thresholds with the process owner.

Evaluation protocol

Replay standard cases and exceptions in a test environment. Check errors, turnaround time and the ability to return to manual processing.

Human oversight and limits

Human review of every result before use. No consequential decisions or autonomous external actions during the pilot; stop immediately on a critical error.

Your success criterion

Reduce reporting turnaround time without increasing manual corrections.

Your scoping answers

What would you like technology to do? Execute a sequence of tasks

Is this process clearly defined? Documented with stable rules

Is use of the data in a pilot internally authorised? To be checked

Can a domain expert check the results? To be arranged

What would be the consequence of an incorrect result? Significant customer or operational impact

Guidance based on explicit rules, to be confirmed by an audit. This is neither technical validation nor permission to deploy.

Your 90-day roadmap

Days 1-30 - Scope the first initiative

Define a narrow scope and a test sample. Process: Administration. Appoint the owner, record baseline measurements and validate success criteria.

Days 31-60 - Test and compare

Run the pilot for Administration if prerequisites are met. Compare time, quality and effort against the baseline. Record errors and gather team feedback. Apply the proposed evaluation protocol, including review time and errors.

Days 61-90 - Decide and transfer

Decide whether to continue, adjust or stop based on the results. If the pilot succeeds, document the process, train users and prepare a gradual rollout.

YOUR NEXT DECISION

Let's move from hypothesis to testing.

Your answers suggest scoping a supervised pilot could be appropriate. Actual data, integration, effort and acceptance criteria still need to be verified.

To prepare: an anonymised example of the work, the tools used and a domain contact.

After the audit: a decision pack with reasoned priorities, costed scenarios and a roadmap. Scope and deliverables are agreed before the engagement.

Scope the next steps

Service to explore: Process audit. Prepare a discussion with the owner of the first process. Validate scope, data access, baseline metrics, a budget and implementation capacity.

Method and limitations

Priority out of 100 = (repetition x 25% + friction x 25% + impact x 30% + workload x 20%) / 4 x 100. Workload = min(hours / 40, 1) x 4. Answers are normalised to 4. Scores are rounded; ties are broken by hours.

A score below 35 calls for confirming the need. Above that, declared prerequisites determine the first action: preparing data, access, the process or human review. The selected use case determines the approach to compare and its test protocol.

Reported hours describe the current workload, not potential savings. Recommendations are based on calculation rules, with no document analysis or AI generation. Feasibility, costs, constraints and timing must be confirmed through an audit.

Privacy: summary generated on your device. No automatic sending to ORCHESTRATEUR.AI.