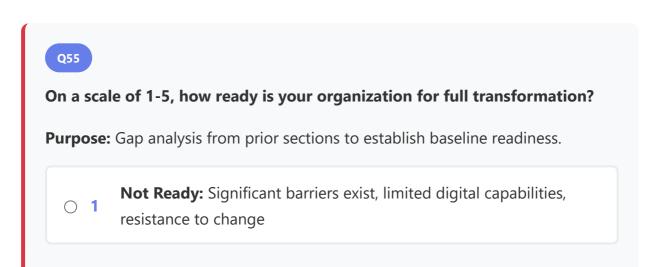




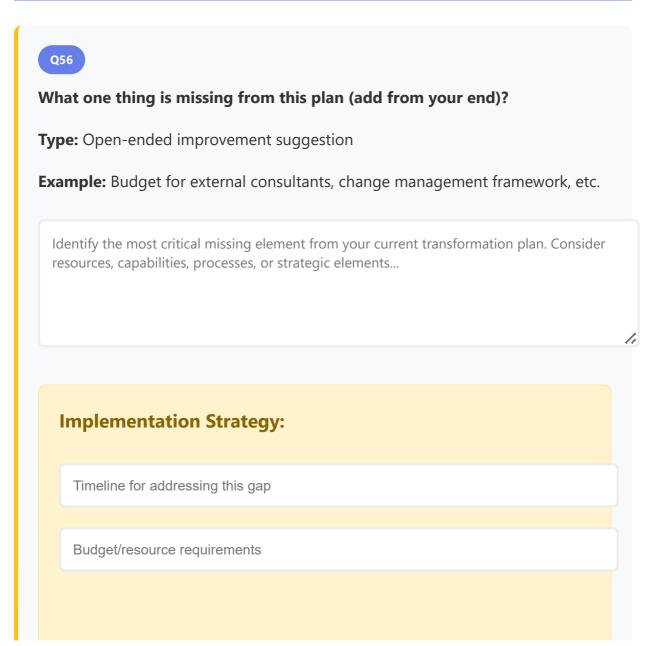
Transformation Readiness Assessment



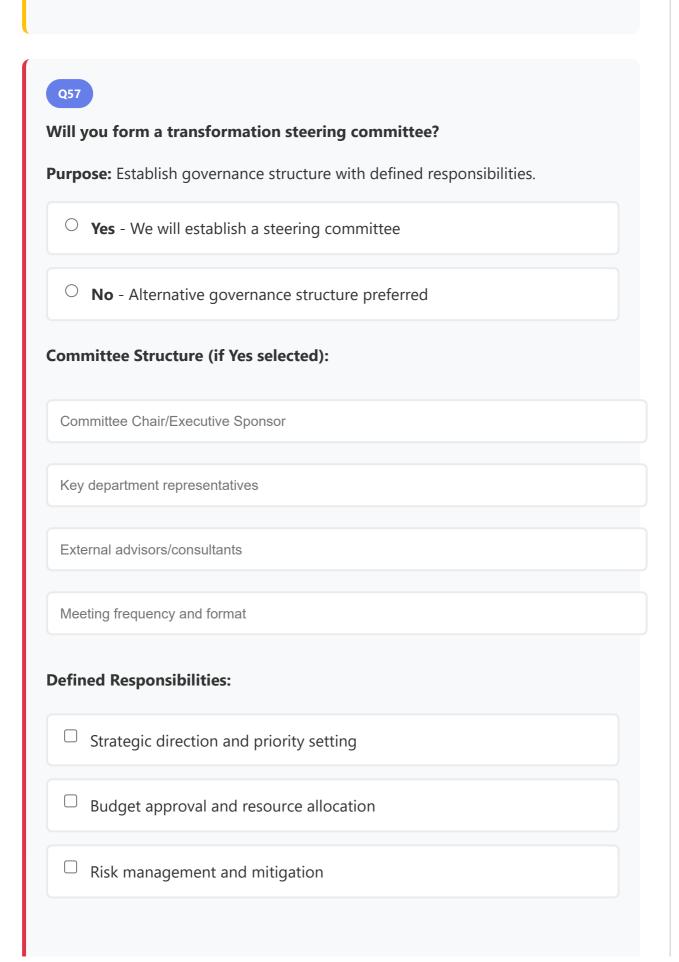
Beginning: Some digital initiatives, but fragmented approach, minimal integration Developing: Moderate digital presence, some integrated systems, growing awareness Advanced: Strong digital foundation, coordinated transformation efforts, clear strategy Fully Ready: Comprehensive digital ecosystem, transformation-ready culture, agile processes Action Items Based on Rating: Document specific gaps identified and immediate next steps based on your selected rating		
Advanced: Strong digital foundation, coordinated transformation efforts, clear strategy Fully Ready: Comprehensive digital ecosystem, transformation-ready culture, agile processes Action Items Based on Rating: Document specific gaps identified and immediate next steps based on your selected rating	O 2	
efforts, clear strategy Fully Ready: Comprehensive digital ecosystem, transformation-ready culture, agile processes Action Items Based on Rating: Document specific gaps identified and immediate next steps based on your selected rating	3	
Action Items Based on Rating: Document specific gaps identified and immediate next steps based on your selected rating	4	
Document specific gaps identified and immediate next steps based on your selected rating	5	
rating	Actio	n Items Based on Rating:

Section 2: Gap Analysis & Strategic Planning Company Name: Enter company name Conducted By: Assessor name/team Review Period: e.g., Q4 2024

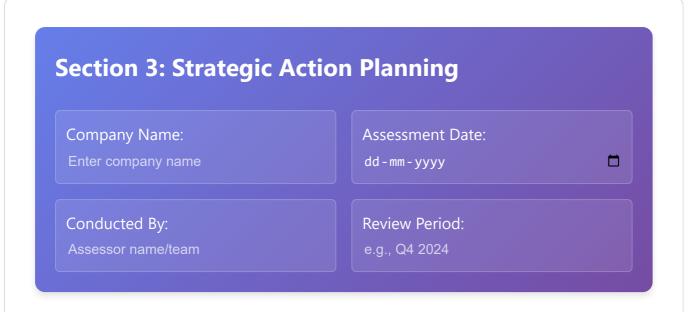
Gap Analysis & Strategic Planning



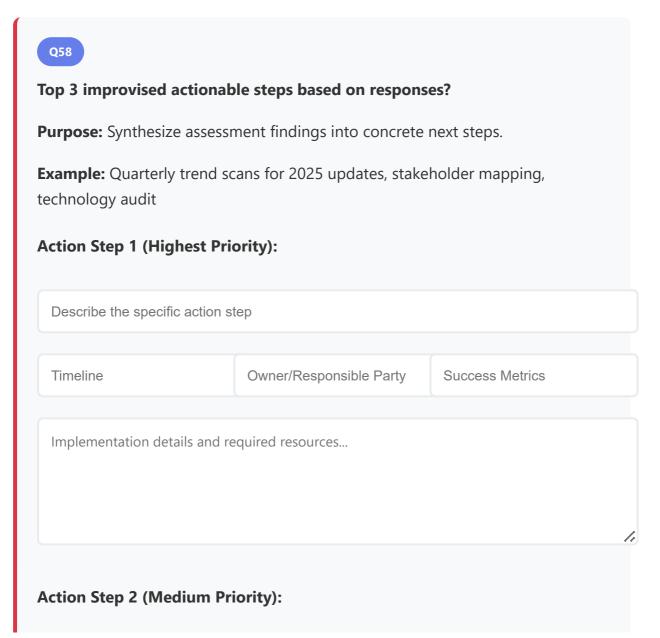
Responsible stakeholder/team



☐ Performance monitoring and reporting ☐ Change management oversight	
Change management oversight	
Change management oversight	
Stakeholder communication	



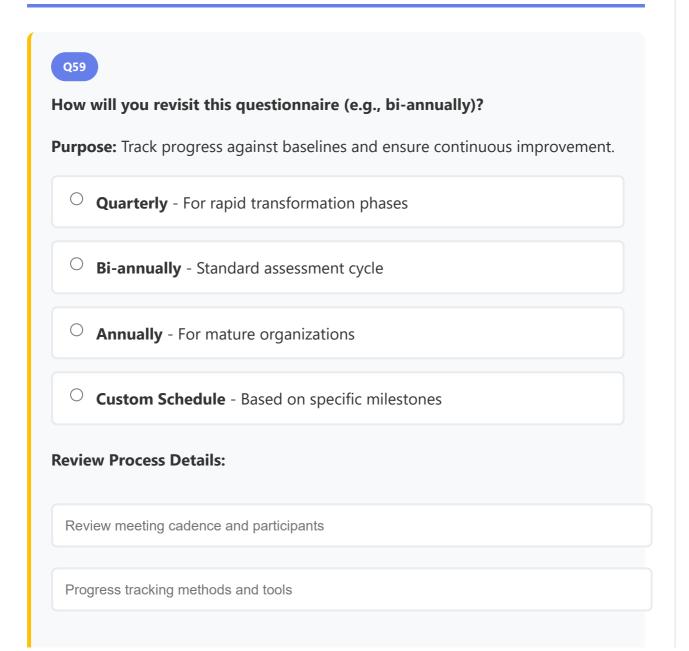
Strategic Action Planning



Timeline	Owner/Responsible Party Success	s Metrics
Implementation detai	Is and required resources	
ction Step 3 (Supp	oorting Priority):	
ction Step 3 (Supp	oorting Priority):	
Describe the specific	action step	
Describe the specific	action step	s Metrics
Describe the specific	action step	s Metrics
ction Step 3 (Suppose of Suppose	action step	s Metrics
Describe the specific Timeline	action step Owner/Responsible Party Success	s Metrics
Describe the specific Timeline	action step Owner/Responsible Party Success	s Metrics



Monitoring & Strategic Outlook



Baseline comparison process

Documentation and reporting procedures for tracking transformation progress...



Final reflection: Biggest opportunity/threat in 2025 digital landscape?

Purpose: Synthesize all angles and identify strategic focus areas.

Biggest Opportunity:

Describe the most significant opportunity your organization can capitalize on in 2025 (e.g., Al integration, market expansion, operational efficiency, customer experience enhancement)...

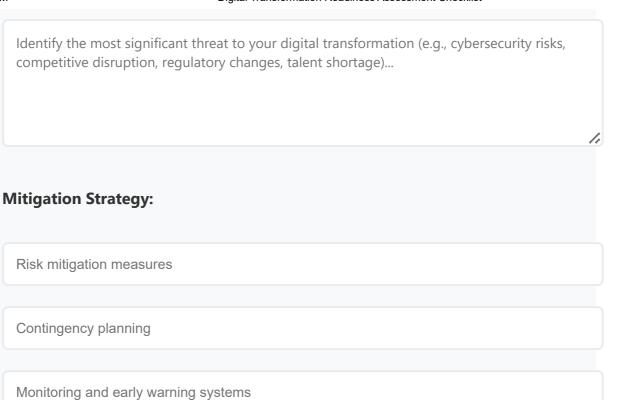
Strategic Actions for Opportunity:

Required capabilities or investments

Timeline for realization

Expected impact/ROI

Biggest Threat:



Assessment Summary & Next Steps Company Name: Enter company name Conducted By: Assessor name/team Review Period: e.g., Q4 2024

Assessment Summary & Strategic Recommendations

Executive Summary

Provide a high-level summary of your organization's transformation readiness, key findings, and strategic direction...

Key Strengths Identified

- Leadership commitment and vision
- Existing digital infrastructure
- ☐ Skilled workforce and talent

	Financial resources and budget allocation
	Cultural adaptability
	Customer-centric focus
riti	cal Improvement Areas
	Change management processes
	Technology integration and interoperability
	Data governance and analytics
	Cybersecurity and risk management
	Skills development and training
	Process automation and optimization
nm	ediate Next Steps (Next 30 Days):
List s	specific actions to be taken within the next 30 days

L	ong-term Vision (12+ Months):
	Outline the strategic vision and major transformation goals for the next year and beyond

Assessment Completed By: _____ Date: ____

Next Review Scheduled: _____ Review Owner: ____