

SaskCulture's AI Learning Network

AI Strategy Starter Workbook

1. Identify Priorities

What are the top 1–3 areas where AI could most meaningfully support your organization? For instance, 'support internal efficiency and capacity' or 'communications capacity and content development'.

2. Identify Focus Areas / Use Cases

For one priority area, identify specific use cases. For instance, 'supporting internal efficiency and capacity' could include things like using AI for drafting and plain language editing, idea development, information retrieval, etc.

3. From Use Case to Initiative

What could you try? Turn your ideas into a small, practical initiative or pilot. For instance, pilot an AI-assisted drafting and editing tool.

4. Implementation Planning

How could you begin moving this initiative forward? Consider the following

- a. What is a realistic first step?
- b. Who needs to be involved?
- c. What is your approximate timeline?
- d. Are there budget considerations?
- e. Are there tools or technologies you may need to explore or acquire?
- f. What support or training may be needed?

5. Roles and Responsibilities

Who is involved? Consider the following:

- a. Who will lead this work?
- b. Who needs to be involved or informed?
- c. How will knowledge be shared?

6. Monitor and Evaluate

How will you know if it's working?

What Success Looks Like	How You'll Evaluate It