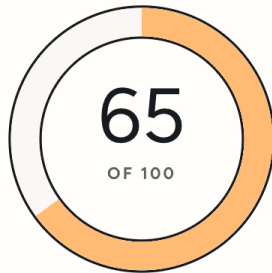


Your Organization

SEPTEMBER 25, 2026

OVERALL READINESS



DEVELOPING

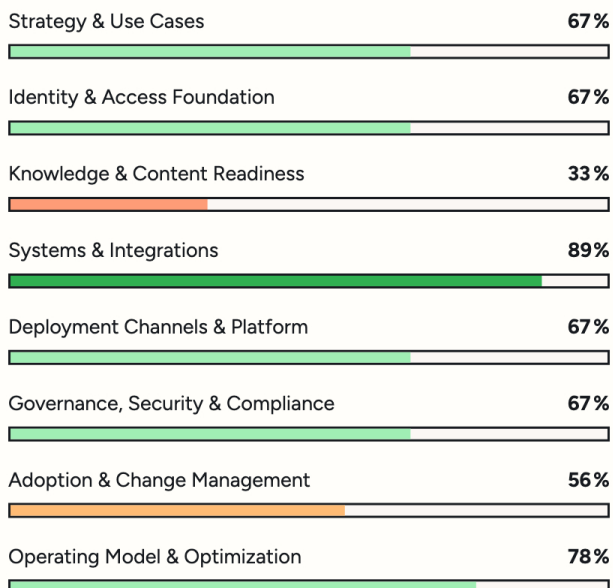
Developing – 65% overall readiness

A workable base exists, but specific areas still need work before implementation. A foundation-first plan will de-risk the rollout and protect early adoption.

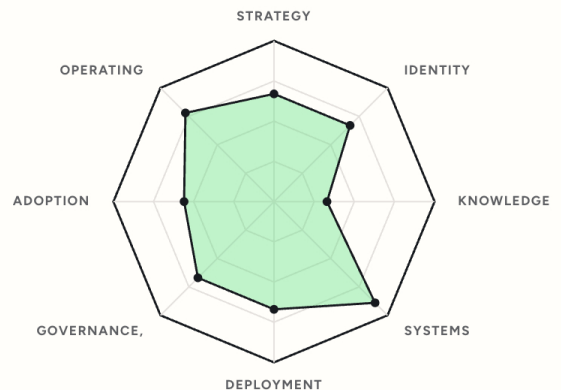
Why the rating is held at Developing. The weighted average across dimensions is 65%, but the overall rating is capped by the areas still in early shape: Knowledge & Content Readiness (33%). A gap in a foundation the assistant depends on is not offset by strength elsewhere — these come first.

24 of 24 questions scored.

Readiness by dimension



Readiness profile



Priority actions before implementation

The highest-impact gaps to close first, drawn from the lowest-scoring items.

PRIORITY

Map top intents to content and identify gaps to author.

If content doesn't cover your most common questions, early deflection and satisfaction fall short of expectations. Mapping top questions to content shows exactly what to write before launch.

KNOWLEDGE & CONTENT READINESS

PRIORITY

Select and validate a common identity attribute across all source systems.

A consistent identifier across HR, ITSM, and directory lets the assistant merge each person into one profile and answer with the right context. Mismatched identifiers cause failed lookups and a poor first experience.

IDENTITY & ACCESS FOUNDATION

IMPORTANT

Run a content audit and assign article ownership before ingestion.

Stale, duplicated, or unowned content produces wrong or conflicting answers, which erodes trust quickly. Assigning ownership and cleaning content protects answer quality from day one.

KNOWLEDGE & CONTENT READINESS

IMPORTANT

Identify and confirm an executive sponsor before kickoff.

A named sponsor with budget keeps the program funded and unblocks decisions across IT, HR, and security. Without one, competing priorities stall the rollout and no single leader is accountable for the outcome.

STRATEGY & USE CASES

THEN

Define an AI governance model and consider AI Control Tower for inventory and oversight.

A governance approach gives leadership visibility and accountability over how the AI behaves and where risk sits. It turns responsible-AI from a concern into an auditable, defensible practice.

GOVERNANCE, SECURITY & COMPLIANCE

THEN

Confirm tenant/admin ownership for the chosen channel and region.

For a non-US-hosted tenant, a correctly configured messaging tenant is required for the assistant to work in Teams at all. Confirming who owns it avoids a launch-blocking surprise.

DEPLOYMENT CHANNELS & PLATFORM

— LOOKING AHEAD

What your implementation looks like from here

SUGGESTED APPROACH

Phased, foundation-first

Sequence foundations (identity, knowledge, integrations) ahead of a staged use-case rollout.

IMPLEMENTATION COMPLEXITY

Moderate

Indicative timeline: $\approx$ 3–5 months to first use cases live (planning estimate)

EMPLOYEE POPULATION

20,000+

LAUNCH USE-CASE DOMAINS

1 domain

KNOWLEDGE SOURCES

1–2

ACTION INTEGRATIONS

0–2

CHANNELS AT LAUNCH

2 channels

TARGET GO-LIVE

—

Your path from here

A typical path from readiness to a launched, improving assistant.

ENVISION

Align & plan

- Confirm use cases & KPIs
- Close readiness gaps
- Business case

DEVELOP

Design & configure

- Identity & knowledge
- Integrations
- Conversation design

IMPLEMENT

Deploy & launch

- Channel rollout
- Pilot & change mgmt
- Go-live

MANAGE

Optimize

- Analytics & tuning
- New use cases
- Value reporting

— YOUR NEXT STEP

Close the priority gaps above, then sequence a phased, foundation-first rollout of your first use case.

When you're ready to turn this into a detailed plan, Ondaro can help you sequence and deliver it.

This report is a directional planning aid produced collaboratively during a readiness session. Readiness scores, complexity ratings, and indicative timeframes are planning inputs only and are not a commitment of scope, schedule, or price. Final scope and timeline are confirmed through detailed implementation planning. Prepared by Ondaro LLC with Lighthouse for EmployeeWorks. Confidential — for your internal use.