# Programme Brief

## Operational AI capability programme

A 90-day operational deployment plus a 12-month roadmap to embed AI capability inside your organisation. Practising what we teach: same methodology used to deliver our own products at agenticfluxus.com.

### What's included

An end-to-end Operational AI capability programme covering training, governance, integration, and measurable operational outcomes. Delivered as a 30/60/90 day deployment with a 12-month optimisation roadmap.

### Training areas

**AI Foundations**
Understanding AI systems, operational AI use cases, AI limitations, and risk management.

**Prompt Engineering**
Designing effective prompts, structured operational prompting, context and response optimisation.

**AI Agent Development**
Building operational AI agents, workflow automation, multi-step AI processes, human-in-the-loop approvals.

**Document Intelligence**
AI-assisted document comparison, SOP review automation, audit support workflows, knowledge retrieval systems.

**Microsoft 365 AI Integration**
Outlook automation, Teams integration, SharePoint workflows, internal communication automation.

**AI Governance and Security**
GDPR alignment, EU AI Act awareness, data handling controls, audit logging, human approval frameworks.

**Operational Analytics and Reporting**
AI-assisted reporting, dashboard preparation, KPI analysis, management presentation generation.

### 30 / 60 / 90 day plan

DAYS 1 TO 30

**Foundation**

- Programme kickoff
- Governance and security alignment
- Hardware procurement and setup
- Internal AI environment configuration
- Selection of the Operational AI Team
- Training programme commencement
- Initial workflow mapping and data source review

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DAYS 31 TO 60

### Integration

- AI workflow configuration
- Microsoft 365 integration
- Workflow testing
- Human review processes established
- Initial operational use cases trialled
- Team development sessions continue

DAYS 61 TO 90

### Operational go-live

- AI-assisted workflows operational
- Human approval controls active
- KPI measurement begins
- Operational reporting baseline established
- ROI tracking framework established
- Additional opportunities identified

## 12-month roadmap

Q1

### Foundation and deployment

- Initial workflows operational
- Internal AI Team established
- AI literacy programme active
- Initial productivity measurements captured

Q2

### Expansion

- Additional operational departments onboarded
- Additional workflows introduced
- Governance and audit controls expanded
- Internal operational adoption increased

Q3

### Optimisation

- Workflow refinement
- Cross-functional operational automation
- Performance dashboarding
- Internal capability maturity improvement

Q4

### Scale and future planning

- Full ROI review

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- Future expansion planning
- Long-term operating model recommendation
- Potential enterprise-wide rollout roadmap

## Governance and security

Operating principles applied to every deployment.

- AI systems hosted internally where applicable.
- No operational data used to train public AI models.
- Role-based access management.
- Human approval controls on operational outputs.
- Audit logging and activity tracking.
- Secure workflow access management.
- Compliance-oriented operating practices.

## KPIs you can defend in a board meeting

- Hours of administrative work reduced
- Number of operational workflows deployed
- Number of staff trained
- AI adoption rates
- Reporting preparation time reductions
- Manual touchpoint reductions
- Operational process efficiency improvements
- Internal AI capability maturity

## Next steps

Book a 30-minute discovery call to walk through how this programme would land inside your organisation. We'll review your sector context, current AI footprint, and the 30-day kickoff specifically.

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