THE AI ASSEMBLY

WANT TO KNOW ABOUT AI?



Getting Started with AI
Short guide

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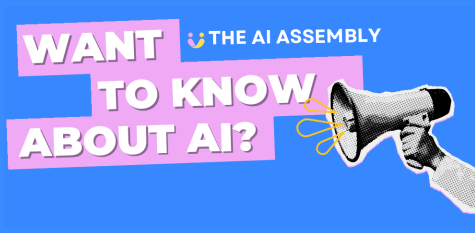

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Current as at 18 November 2026

Most AI spend disappoints because it starts with the tool. Start with the work, agree how you do it, then set people up. Here is the order, and your first 90 days.

🧭 Three moves, in this order

This is not a tool rollout. Do the three moves in order, because skipping to the last one just automates the mess faster.

- Move 1: Look at what you do. List the jobs that repeat, what they cost you, and which genuinely need human judgement.
- Move 2: Agree how you do it. One method per repeated job, written down once, with a named owner.
- Move 3: Set up each person. Configure their tools so the agreed way is the default, not a memory test.

🧱 Check each choice against the 8 pillars

Before you roll anything out, ask one question per pillar: Culture, Ethics, Critical thinking, Sustainability, Privacy, Strategy, Innovation, Tooling. The weakest answer tells you where to start.

📅 Your first 90 days

- Days 1 to 30, make it real and safe: write a one page protocol, tell the team, name an owner.
- Days 30 to 60, make it repeat: run your agreed methods on a rhythm and onboard two more people.
- Days 60 to 90, make the case: re-measure, review what went stale and pick your next workflow.

🔪 How you will know it worked

Write four rough numbers down now and again at day 90: hours back on the tasks you changed, cycle time, how often output needs a full rewrite, and how many people actually use the shared setup.

💬 The takeaway

Do the first thirty days properly and the rest becomes obvious. Put a name against every step, because an unowned plan is a wish.

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Where to Start

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Written 18 November 2026

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