Automation Audit — Questionnaire

30-minute interview. Fill what you can; estimates are fine. No sensitive credentials.

1. Which process wastes the most time each week?

_____

2. How often does it run (per day/week/month)?

_____

3. Who does it, and how many hours per run?

_____

4. What triggers it, and what is the final output?

_____

5. Which systems/data does it touch?

_____

6. What are the top 3 exceptions or failures?

_____

7. What happens when it fails (who notices, how)?

_____

8. What is the cost of one error/delay?

_____

9. What have you tried (tools, scripts, vendors)?

_____

10. What would 'good' look like in 30 days?

_____

Next step: email 1223058191@qq.com with this sheet or request the $299 audit.