Fictional AI audit report

Order processing in a fictional business

A fictional example showing the deliverable's format. It describes no client, completed audit or measured result. It is not a quotation.

Context and decision

The demonstration business receives enquiries and purchase orders by email. Its team copies references into a management tool and prepares customer replies.

The question is which tasks deserve an AI trial, what should stay in regular software and which information is missing before a decision can be made.

Observations to gather

Review approved documents, task frequency and the corrections needed. Identify who approves orders and which data must not be shared.

Check the existing software's import and export capabilities. This scenario does not assume a connection is already available.

Option retained for a trial

Prepare a draft reply to a customer enquiry, without automatic sending. The team compares the draft with the source document and corrects it.

The trial must record errors, review time and documents for which the result is unusable. A benefit can only be claimed after this measurement.

Option ruled out for AI

VAT and totals remain in the business software, with explicit rules and checks. They must not depend on text suggested by AI.

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Checks before integration

Extracting references and quantities requires checking document quality, access rights and import capabilities. Human approval is planned before saving.

If the AI service is unavailable, documents remain accessible and the team continues entering them manually.

Costs and limits to investigate

Items to estimate include data preparation, software connection, checks, user support and maintenance. The service's usage cost depends on the volume processed.

This example does not price these items. An estimate requires observations and access for the actual project. No return on investment is inferred from this scenario.

Next decision

Start with a limited draft-reply trial, then use its results to decide whether an integration is worth estimating. Importing order lines awaits checks on access and document quality.

The diagnosis can be handed to the team or another provider. Implementing a project remains a separate decision.