

Digital Readiness Assessment Framework

Sample brief: assess people, processes, data and technology before committing to a roadmap.

1. Start with the purpose

Define the assessment boundary: departments, services and decisions in scope. Interview process owners and users, and record the evidence behind each observation.

2. Prepare the approach

Score each area using an agreed scale from informal to consistently managed. Review people skills, process clarity, data quality, systems fit and governance separately.

3. Test the decision

Compare business importance with readiness gaps to identify a short list of priorities. A low score alone does not establish which investment creates the most value.

4. Review and improve

Produce an evidence register, priority matrix and proposed next steps. This is an assessment framework, not a survey of Nigerian businesses or a published statistical study.

Your next step

Record your priority, the person responsible, the evidence you need and the next review date. Use the framework to support a discussion with your team; adapt it to your organisation and seek relevant specialist advice where needed.

Discuss implementation: WhatsApp +2348033946516