



Inside This Issue:

- Top tips to make sure you and your brand are AI-ready
- The risks to adopting AI without a unified approach
- How to get the most out of the dynamic duo: AI and automations

# Are you and your business AI-ready?

The dynamic duo that's transforming small business: AI and automations



We live in an exciting time where **AI** is empowering small businesses to compete with big brands. Businesses that adopt AI have seen nearly a **40% increase in productivity** and the applications are growing everyday.

With AI, you can streamline your operations, keep your brand consistent, and engage with customers—all while focusing on what you do best.

An integrated approach that combines AI and automation can boost productivity, consistency, and long-term growth. Alternatively, an approach to AI that is misguided, lacks alignment, or isn't built with your brand in mind, can result in an inauthentic experience for customers and more work for you.

***Here's how you can make AI work for your business.***

## Automate your workflows for efficiency

Think about your favorite local coffee shop. Every time you visit, the coffee tastes just right. That's because the coffee machine is set up to make the perfect cup every time. Automation is like that coffee machine—handling repetitive tasks so you can focus on your business (not in it). When you're thinking about AI, don't overlook automation. They two are a powerful couple.

For small businesses, automation is no longer an option—it's necessary. Automations can take care of tasks like:

- Sending appointment reminders
- Scheduling social media posts
- Responding to reviews

This saves you time and lets you focus on more important things, like building customer relationships and improving your services. Businesses using automation can run efficiently with fewer resources—allowing them to scale without needing a big team. Getting started with automated workflows:

If you're new to automation, start small—perhaps by automating reminders or follow-up emails. There are tools that allow you to connect various platforms, building an automated system that grows as your business does. Each automation you add enhances efficiency, setting you up for long-term success.

An integrated approach that combines AI and automation can boost productivity, consistency, and long-term growth.



## Creative and consistent messaging with generative AI

While automation takes care of the routine work, AI can help you get creative. Generative AI can create new marketing ideas, design social media posts, and even write branded blog content.

For example, our local coffee shop is launching a new cold brew. An AI that is trained on knowledge of the business can help come up with catchy slogans, email campaigns, and blog content that appeals to a specific target audience. AI learns from the data you train it on, so over time, AI can refine its responses based on feedback, and continually create content that resonates with customers.

# The risks of using AI without a unified approach

Using AI without the right system in place can lead to **fragmented customer experiences**, inconsistent messaging, and missed opportunities. Here are the key risks of managing AI, automation, and workflows in silos:

## 1. Inconsistent Brand Voice and Messaging

AI might produce messages that lack alignment in tone and style making your brand come across as inauthentic or generic.

## 2. Fragmented Customer Experiences

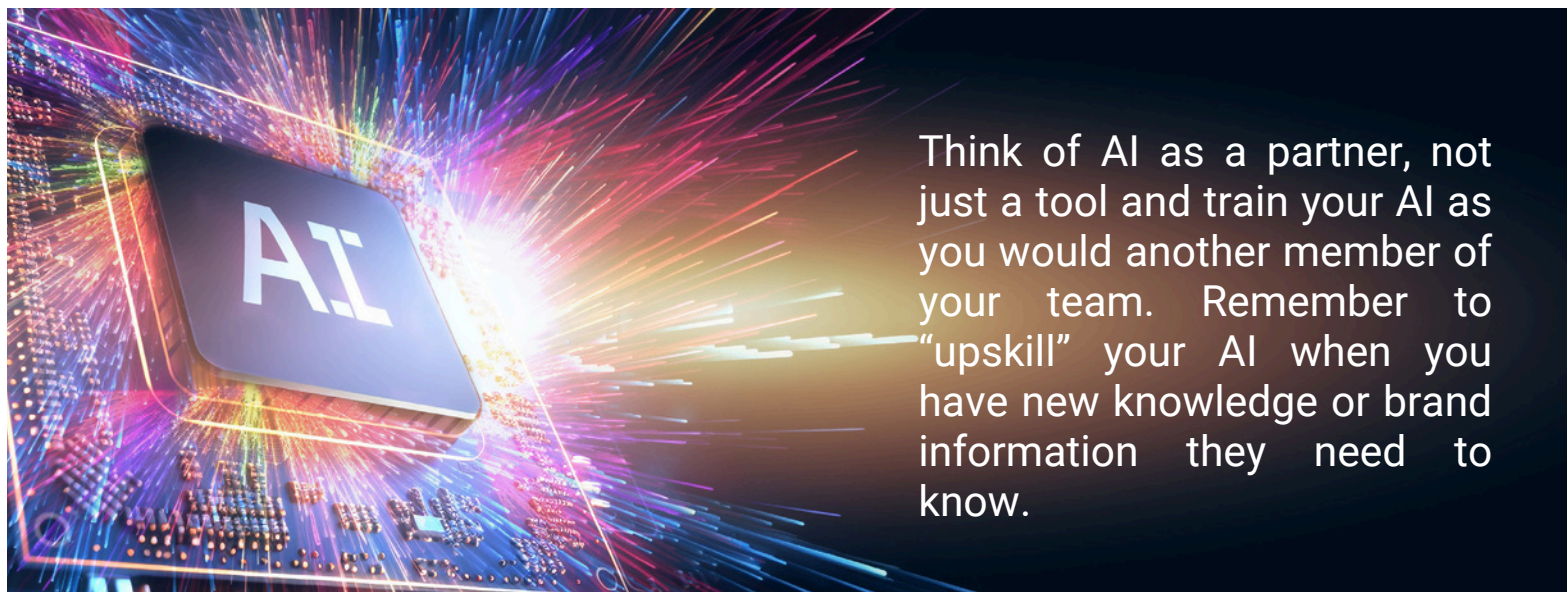
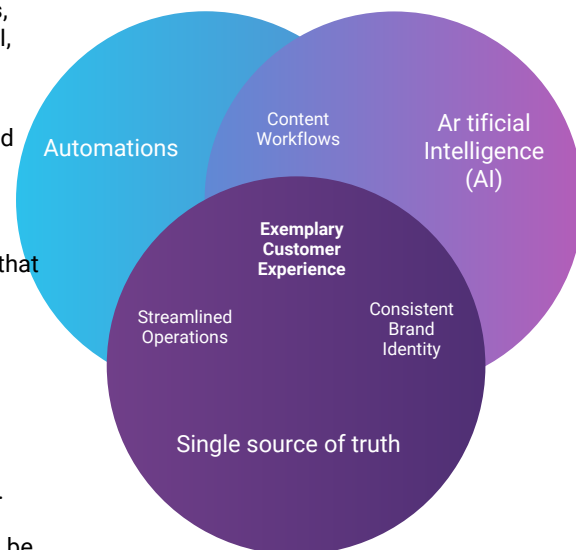
Managing AI and automation across separate tools can create delays as you track down information, verify responses or continuously have to make “small” changes that make a big impact on your time.

## 3. Risk of Misinformation

When AI tools lack access to the latest brand details or product updates, there’s a risk of inaccurate information being shared. A unified knowledge base serves as the up-to-date source of truth, minimizing the risk of errors.

## 4. Difficulty Tracking and Optimizing Performance

If AI-driven processes are scattered, it’s challenging to measure their effectiveness. Are you managing your social media impact somewhere and your campaign data somewhere else? That’s a lot of work you don’t have to be doing manually (you can be sure, others are not).



# Build brand consistency with one source of truth for knowledge

Managing a brand across multiple channels is complex. Every platform—whether it’s social media, email, or your website—requires a consistent tone and style. Without a unified approach to adopting AI, there’s a risk of inconsistent messaging, which can confuse customers and weaken your brand identity. You need a place to house your brand guidelines and knowledge about your business to get the most out of AI.

This approach keeps all communications aligned and builds trust with your customer base. It also serves as a single source of truth for your AI tools, allowing you to track engagement and refine your strategies based on what resonates with your audience.



# Embracing the AI Journey with Confidence

So how can you join the AI race but mitigate the risks that come with this transformation?

Make sure you and your business are AI-ready.

Here are a few steps you can take to make sure you are set you up for success as you dive into world of AI:

1. **Develop a Style Guide:** A clear, defined brand voice helps AI tools represent your business authentically and consistently across all points of engagement. Create a detailed style guide that outlines your brand's tone, personality, goals, and core values. Specify how formal or casual your tone should be, and any "do's and don'ts" for messaging.
  - Identify key attributes of your brand personality (e.g., friendly, professional, humorous).
  - List specific words and phrases that resonate with your brand identity.
  - Create sample messages for reference across different platforms (e.g., email, social media, website).
2. **Think of AI as a partner, not just a tool:** Treat AI as part of your team, and use it to enhance human creativity and efficiency. Identify areas where AI can supplement your team's effort whether it's by generating ideas, analyzing trends, or personalizing customer interactions.
  - Identify high-impact areas where AI can collaborate with human efforts, such as creating personalized email content or analyzing customer feedback.
  - Train your AI as you would other team members. Remember to "upskill" your AI when you have new knowledge, processes or brand information they need to know.



3. **Regularly Audit the knowledge you feed your AI partner:** AI-driven interactions are only as accurate and relevant as the data they're based on. Clean, concise and up-to-date knowledge enables AI to make informed decisions that reflect your brand and meet your goals.
  - Regularly update and maintain your data sources, ensuring that outdated or incorrect information is removed.
4. **Experiment and Learn:** AI thrives on learning and adaptation, and experimentation allows you to discover what resonates with your audience.
  - Start by testing AI in small, manageable areas, like generating social media posts or customer follow-up emails. Track performance metrics to see what engages customers best, and adjust based on feedback.
  - Select one or two specific tasks to automate initially, like scheduling social posts.
5. **Centralize and Track AI outputs:** Keep track of all AI-generated content, guidelines, and customer data (ideally all in one platform). This ensures that every piece of AI-driven content aligns with your brand's voice and that performance can be measured accurately. A centralized place to manage your brand identity, creative outputs, and workflows acts as your central command center, streamlining content, and safely housing customer data.

By following these steps, you'll be well-equipped to integrate AI in a way that enhances your brand, engages your customers, and empowers your team.

Ask us about our AI-powered platform and explore the full suite of benefits AI has to offer your business.

