

A 30 / 60 / 90 AI adoption plan

Turn AI investment into employee adoption, stronger use cases and measurable impact.

Buying AI tools is only the beginning. The next step is making sure employees know how to use them, understand where they fit into their work and have the support to build better habits over time.

This 30/60/90-day plan gives organizations a practical way to move from rollout to adoption, identify what is working and build on the use cases creating the most value.

Your Next 90 Days

Start with what is happening today and share what is working. Then use what you learn to make smarter decisions about adoption and licensing.

Day 30	Day 60	Day 90
SEE IT & SORT IT • Pull your usage report. • Sort seats into active, occasional, quiet and waiting. • Talk to five of your most active users. WHAT GOOD LOOKS LIKE Know who is using AI and where the strongest adoption already exists.	SHOW IT & SPREAD IT • Share the best tasks with one or two teams • Name internal champions who can show others what works. • Give managers one weekly question to keep AI use visible. WHAT GOOD LOOKS LIKE Turn individual wins into repeatable habits across the team	ADJUST & DOCUMENT • Move quiet seats to people who are waiting. • Compare usage to your Day 30 baseline. • Write down what changed and what should happen next. WHAT GOOD LOOKS LIKE Put licenses where they create value and capture what you learned.