Multifamily NEXT

What's Now. What's NEXT. What Wins.

Pre-Workshop Skills Assessment

NEXT Lab: The AI Assistant Revolution - From Zero to 24/7

Time to Complete: 5-7 minutes
Purpose: Identify your AI automation opportunities and calculate your workshop ROI

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Table of Contents

Section 1: Time Audit Calculator 3

Section 2: AI Proficiency Level 5

Section 3: ROI Calculator 7

Section 4: Priority & Readiness 8

Section 5: Your Results 9

Section 6: Decision Framework 10

Workshop Promise 10

Section 1:
Time Audit Calculator

Identify where AI can give you the most time back

WEEKLY TIME INVENTORY

Estimate hours spent per week on each category:

Task Category	Hours/Week
REPORTING & ANALYTICS	
Creating reports (monthly/weekly/daily)	_____ hrs
Data analysis and insights	_____ hrs
Budget variance explanations	_____ hrs
Performance metrics compilation	_____ hrs
Subtotal:	_____ hrs
CONTENT & COMMUNICATIONS	
Writing emails (templates/similar)	_____ hrs
Marketing content development	_____ hrs
Social media posts	_____ hrs
Resident/prospect communications	_____ hrs
Subtotal:	_____ hrs
ANALYSIS & REVIEW	
Document review (leases, contracts)	_____ hrs
Vendor proposal analysis	_____ hrs
Market comparables evaluation	_____ hrs
Feedback/survey analysis	_____ hrs
Subtotal:	_____ hrs
STRATEGIC & PLANNING	
Process improvement analysis	_____ hrs
System/tool comparison research	_____ hrs
Project proposals and planning	_____ hrs
Best practices research	_____ hrs
Subtotal:	_____ hrs

Task Category	Hours/Week
KNOWLEDGE & TRAINING	
Answering policy/procedure questions	_____ hrs
Creating training materials	_____ hrs
Documentation updates	_____ hrs
Onboarding content	_____ hrs
Subtotal:	_____ hrs
ADMINISTRATIVE	
Meeting notes and follow-ups	_____ hrs
Internal memos and documentation	_____ hrs
Calendar and task management	_____ hrs
RFPs and vendor management	_____ hrs
Subtotal:	_____ hrs
TOTAL AUTOMATABLE HOURS:	_____ hours/week

QUICK REALITY CHECK

- If 10+ hours weekly = This workshop is essential
- If 15+ hours weekly = You're losing $30,000+ annually
- If 20+ hours weekly = Transform your career trajectory

Section 2:
AI Proficiency Level

Check your current state (check all that apply):

Indicator	Check	Level
Never used ChatGPT or <5 times total	☐	Beginner
Don't know platform differences	☐	Beginner
One-sentence prompts only	☐	Beginner
Copy-paste without editing	☐	Beginner
Use AI 3-5 times weekly	☐	Intermediate
Know 1-2 platforms	☐	Intermediate
Write paragraph prompts	☐	Intermediate
Edit outputs for my needs	☐	Intermediate
Use multiple platforms daily	☐	Advanced
Detailed prompts with examples	☐	Advanced
Created templates/workflows	☐	Advanced
Want to scale to team	☐	Advanced
Verify AI outputs before using	☐	Responsible
Know when AI should NOT handle a task	☐	Responsible
Check content for Fair Housing compliance	☐	Responsible
Understand AI can hallucinate false info	☐	Responsible

YOUR RESPONSIBLE AI LEVEL: _____ Checks out of 4

Section 2.5: Risk Awareness Check

Before automating tasks 24/7, assess your readiness to manage AI responsibly

Which of these have you experienced or considered?

Risk Scenario	Yes	No	Not Sure
AI gave incorrect information I almost used	☐	☐	☐
AI generated content that could violate Fair Housing	☐	☐	☐
AI included details about my property that were not true	☐	☐	☐
I am unsure what tasks AI should NEVER handle autonomously	☐	☐	☐

Scoring:

- 2+ 'Yes' or 'Not Sure' = You will benefit from the responsible AI modules in this workshop
- 3+ 'No' = Either you are already skilled at risk management, or you have not encountered these issues yet (both reasons to attend)

Section 3:
ROI Calculator

THE MATH THAT MATTERS

A. **Your Hourly Value**
- Annual salary: $_____
- ÷ 2,080 hours = $_____ per hour

B. **Current Cost of Repetitive Work**
- Automatable hours/week: _____ hrs
- × Your hourly rate: $_____
- = Weekly cost: $_____
- × 52 weeks = Annual cost: $_____

C. **Post-Workshop Savings (75% automation)**
- Hours saved/week: _____ hrs
- × Your hourly rate: $_____
- = Weekly savings: $_____
- × 52 weeks = Annual savings: $_____

D. **Your ROI**
- Workshop cost: $497
- First month savings: $_____
- ROI: _____% Month One

Section 4:
Priority & Readiness

TRANSFORMATION INTEREST

Rate 1 (low) to 5 (critical) for automating:

- Report generation: ☐1 ☐2 ☐3 ☐4 ☐5
- Content creation: ☐1 ☐2 ☐3 ☐4 ☐5
- Email automation: ☐1 ☐2 ☐3 ☐4 ☐5
- Policy Q&A bot: ☐1 ☐2 ☐3 ☐4 ☐5
- Meeting summaries: ☐1 ☐2 ☐3 ☐4 ☐5
- AI risk management: ☐1 ☐2 ☐3 ☐4 ☐5

Score 15+: Critical need for this workshop

IMPLEMENTATION READINESS

Choose one per category:

Technical Comfort:

☐ Not technical (no problem - we start basic)
☐ Basic computer skills (perfect starting point)
☐ Comfortable with new tools (ideal participant)
☐ Tech-savvy (ready for advanced modules)

Time Commitment:

☐ Worried about time (4 hours saves 20 weekly)
☐ Can spare half-day (smart investment)
☐ Ready to prioritize (transformation mindset)
☐ Will implement immediately (maximum ROI)

Section 5:
Your Results

YOUR TRANSFORMATION SCORE

Calculate your total:

- Automatable hours (×2): _____ points
- ROI percentage (÷10): _____ points
- Priority rating total: _____ points
- TOTAL SCORE: _____ points

WHAT YOUR SCORE MEANS:

50+ Points: URGENT TRANSFORMATION NEEDED

- Losing $3,000+ monthly to inefficiency
- Register immediately - every day costs money
- You'll see 494%+ ROI

30-49 Points: HIGH OPPORTUNITY

- Strong automation potential
- Quick wins available
- Register to accelerate progress

Under 30 Points: GROWTH READY

- Perfect starting point
- Build a foundation for the future
- Get ahead of the curve

Section 6:
Decision Framework

You Should Register NOW If:

- 10+ automatable hours weekly
- ROI exceeds 200%
- Want evenings/weekends back
- Ready to lead innovation
- Tired of repetitive work

Cost of Waiting:

- This Week: 20 hours lost forever
- This Month: 80 hours of unnecessary work
- This Year: 1,000 hours you'll never recover
- Competitors: Gaining efficiency daily

YOUR NEXT STEP

Based on your assessment:

- Hours to save weekly: _____
- Monthly value: $_____
- Workshop investment: $497
- Decision: ☐ Register Now ☐ Schedule Call ☐ Request Info

Workshop Promise

Regardless of your starting level:

You WILL Leave With:

- 3+ working AI assistants deployed
- 10+ customized templates ready to use
- Custom GPT for your specific needs
- 20 hours/week recovered starting immediately
- Guardrails to ensure your AI assistants do not create compliance risk
- Clear understanding of what tasks require human oversight
- Confidence to transform your entire operation

One Workshop. Three Levels. Complete Transformation.
[Complete Assessment & Register]