



Smart AI Readiness Kit™ Checklist

Is your business ready to be seen, trusted, and chosen—by people and by AI tools like Google, ChatGPT, and Siri? Let's check!

 by Maria Elena Duron



Google



ChatGPT



Social Media



Email Marketing



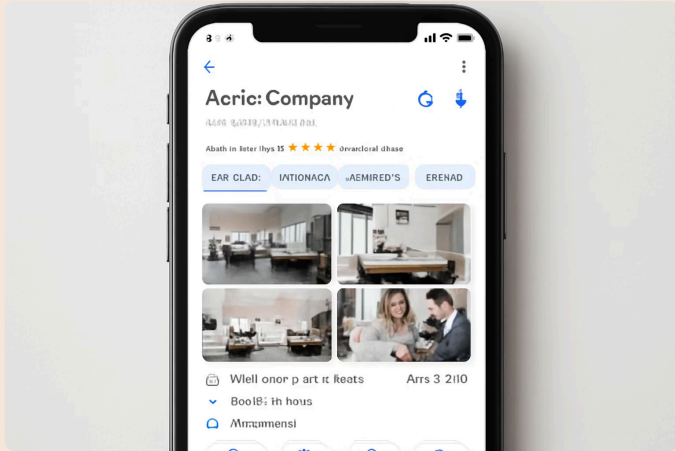
Siri

FINDABILITY: Can people (and search tools) find you easily?

- When I Google my business name, it shows up
- When I search for what I do (not just my name), I still show up
- My website has pages like "About," "FAQ," and "What We Do"
- I use short sentences, headers, and bullet points to make reading easy
- I answer common questions that people ask me all the time



GOOGLE PROFILE: Does your Google page help people choose you?



- My Google Business Profile is complete and verified
- I've added recent photos and maybe even a short video
- I post updates at least once a week
- My description says what I do clearly and uses simple keywords
- I've listed my main services inside my Google profile

REVIEWS: Are people saying good things—and are you using it?



Recent Reviews

I've gotten a new review in the last 1–2 months



Engagement

I reply to reviews using friendly words and keywords



Consistency

My business name, address, and phone number are the same everywhere



Social Presence

I've posted a photo or update on social media recently



Keywords

People often say the same words in reviews that I want to show up for

TECH BASICS: Is your website working well?



My website works on phones and loads quickly



My images have helpful names and captions (not just "IMG1234.jpg")



I have Google Analytics and Search Console connected



I've tried typing my business into ChatGPT or Gemini to see what shows up



I've submitted my site to Google (with a sitemap)

✨ BONUS: Are you ready for AI and answer tools like Gemini and ChatGPT?



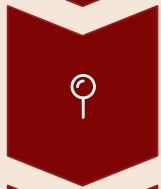
FAQ Section

My site has a Q&A section (FAQ) that's clear and simple



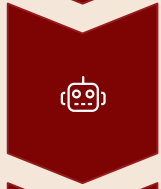
Consistent Tone

I use the same helpful tone in my blog, Google posts, and website



Local Presence

I mention the towns or areas I serve (if local)



AI Visibility

I've checked if my business shows up in AI summaries or snippets



Keywords

I know which words people search to find me—and I use them

Next Steps:

Schedule a check-in in 90 days to keep your visibility fresh and growing

Regular updates help maintain visibility and relevance in search results.

Book a Smart Roadmap™ to get clear on your next steps

Professional guidance can help prioritize your digital marketing efforts.

Join the Smart Growth Circle™ for easy tools, updates, and help when you need it

Stay current with AI developments and search, Google platform updates, and get support from a community of like-minded business owners.

[Book your Roadmap](#)

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