



Workflow Discovery

What determines impact / value?

Frequency — *How often is the task performed?*

Repeatability — *How standardized and consistent are the steps?*

Reach — *How many humans perform the task?*

What determines complexity / effort?

Process Complexity — *How many steps, handoffs, or edge cases exist?*

Readiness — *How clearly defined and accessible are the necessary inputs/outputs?*

Governance & Approvals — *What constraints, policies, and sign-offs are required?*

System Dependencies — *What tools, connections, or integrations are needed?*