

AI Tools Selection Guide



Emma Shad

AI-NATIVE LEADERSHIP

The Tool Trap

Why Increased AI Subscriptions Do Not Ensure Greater Value

Many organizations fall into the **tool trap**, believing that more AI tools will yield better results. However, increasing subscriptions can lead to chaos, confusion, and ineffective integration. Addressing specific needs rather than accumulating tools is essential for maximizing value and ensuring that each tool contributes meaningfully to business objectives.



Start With the Workflow



OUTCOME

What must improve?
Define one measurable result.



USER

Who uses this daily?
Name the owner and beneficiaries.



MEASURE AGAINST A BASELINE

INPUT → DECISION → OUTPUT
Map the data, judgment and deliverable.

The Emma Shad VALUE Lens

VALUE + ADOPTION

Business impact • user fit •
behavior change



LIABILITY

Data • access • compliance •
human oversight



USABILITY + EVIDENCE

Integration • reliability • proof
against a baseline



Defining Value in AI Tools



Key Impact

Establish clear metrics for evaluating AI effectiveness.



Adoption

Real Users

Identify key users for effective adoption strategies.



Friction Points

Analyze barriers to ensure smooth adoption processes.

Key Considerations for Liability

Data Sensitivity

Assess the impact of data breaches.



Access Control

Ensure appropriate data access permissions.



Compliance

Navigate regulations and ensure adherence.



Human Oversight

Maintain accountability in AI decision-making.





Reliability

Ensure consistent performance and uptime.



Integration

Seamlessly connect tools into existing workflows.



Administration

Simplify management and oversight of technology.



Support

Provide ongoing assistance and resources.



Collaboration

Foster teamwork for optimal AI use.

Key Usability Considerations



Data-Driven Decisions

Evaluate performance using real metrics.



Abstract Insights

Visualize complex data interactions effectively.



Thorough Analysis

Investigate results against defined benchmarks.



Team Collaboration

Foster open discussions for better insights.



Strategic Vision

Align goals with innovative AI solutions.



Focused Observation

Monitor progress and adapt strategies effectively.

balanced
scorecard

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Atstems oour the repond.

VALUE 

No voice, Abilities

Part's volume still another growth opportunity and gave a strong positive impact on the company's turnover.

Wingcansions, Liabilities

More developed capital markets
provide instruments to help
efficiency, culture.

Reciter: Evidence

They sometimes hand the artist
personal letters from admirers, listed
at the artist's headquarters.

EVALUATION SCORECARD

Executive Evaluation Framework

Weighted Assessment of VALUE



5 / 5

A tool should earn its place across every VALUE dimension: Value, Adoption, Liability, Usability and Evidence. A weak liability score is a stop signal—not an average.

THE 14-DAY PILOT PLAN



DAYS 1-3 • DEFINE

Set the baseline, name the workflow and users, define boundaries, human review and stop conditions.

**OUTCOME • OWNER •
GUARDRAILS**

DAYS 4-14 • TEST & DECIDE

Test real work. Record quality, time, cost and failures. Compare with the baseline; then keep, improve, consolidate or retire.

**EVIDENCE • DECISION • NEXT
STEP**



YOUR AI TOOL PORTFOLIO

KEEP — proven value, acceptable risk

CONSOLIDATE — duplicate capability

PILOT — promising, evidence incomplete

RETIRE — low adoption, weak value or excess risk

Next review: _____ Owner: _____



YOUR NEXT STEP

Explore the AI Leadership Starter Guide and Toolkit