

PERSONAL AI READINESS

The AI Confidence Assessment™ for Professionals

Measure your confidence. Identify your priorities. Build capability with purpose.

Artificial intelligence is changing the way professionals work. From improving productivity and decision-making to enhancing client service and collaboration, AI offers significant opportunities — but also introduces new responsibilities.

The AI Confidence Assessment™ is a practical self-assessment designed to help you evaluate your own confidence in adopting AI responsibly and effectively.

The AI Confidence Assessment is not a technical test or a compliance audit. It is a confidence measure. There are no right or wrong answers. Simply rate your current level of confidence for each statement.

The AI Confidence Assessment Scoring Scale

Record your score for each statement.

3 – Confident	I’m confident I have this well in hand.
2 – Mostly Confident	I’ve made good progress, but there’s more to do.
1 – Limited Confidence	I’ve started thinking about this, but significant gaps remain.
0 – Not Yet Considered	I haven’t yet addressed this.

1. Strategy & Purpose

STATEMENT	SCORE (0–3)
I understand where AI can create the greatest value in my work.	
I have identified practical use cases for AI in what I do.	
I have clear objectives for using AI, rather than adopting it because others are.	
My use of AI supports my broader goals and priorities.	

Section Score: _____ / 12

2. Governance & Responsible Use

STATEMENT	SCORE (0-3)
I have clear personal guardrails for the responsible use of AI.	
I understand the implications of AI for privacy, confidentiality and security in my work.	
I know which AI tools I'm permitted to use for work.	
I review AI-generated outputs before relying on them.	

Section Score: _____ / 12

3. Skills & Confidence

STATEMENT	SCORE (0-3)
I understand both the strengths and limitations of AI.	
I feel confident using AI appropriately in my day-to-day work.	
I know where to go for practical learning and support.	
I make time for curiosity and responsible experimentation.	

Section Score: _____ / 12

4. Tools & Ways of Working

STATEMENT	SCORE (0-3)
I am making effective use of the AI tools available to me.	
I regularly review new AI capabilities relevant to my work.	
I can tell whether AI is improving my productivity or quality.	
AI is helping me work smarter rather than adding unnecessary complexity.	

Section Score: _____ / 12

5. Collaboration & Communication

STATEMENT	SCORE (0–3)
I openly discuss how AI is changing the way I work.	
I share what I learn about AI with colleagues and peers.	
I'm comfortable being transparent about when and how I've used AI.	
I learn from how others around me are using AI well.	

Section Score: _____ / 12

6. Continuous Improvement

STATEMENT	SCORE (0–3)
I keep an eye on developments in AI that could affect my work.	
I am adapting my skills as AI continues to evolve.	
I treat AI as an ongoing capability rather than a one-off exercise.	
I know my next practical step to build AI confidence.	

Section Score: _____ / 12

Your AI Confidence Assessment Score _____
/ 72

58–72 | The Confident Practitioner

AI is part of how you work, not a separate project. Your challenge now is refinement — making sure your good practice doesn't quietly drift.

Next step: pressure-test your approach.

Book a Clarity Call →
catchingup.wilsonlevy.net/#clarity-call

Rolling this out across a team? Email odette@wilsonlevy.net ("Firm block – AI Clarity Calls") for firm-funded block rates.

43–57 | The Deliberate Adopter

You're moving with intent, building habits that stick rather than chasing every new tool. What helps now is structure — clearer guardrails and knowing which tasks repay the effort.

Next step: get a personalised written review.

Get a Clarity Note →
catchingup.wilsonlevy.net/#note

Prefer to start free? The Five-Part Prompt Formula guide is at resources.wilsonlevy.net

24–42 | The Thoughtful Experimenter

You're trying things carefully and sensibly sceptically. That caution is judgement, not hesitation — it just needs pointing at the right tasks.

Next step: read the guide written for this stage.

Explore Catching Up editions → catchingup.wilsonlevy.net/#books

Ready for something personal? A Clarity Note reviews where you are — see [/#note](#)

0–23 | The Considered Starter

You're watching closely, ready to begin on your own terms. That's deliberate, not behind — a good starting point matters more than a head start.

Next step: start with the right edition.

Catching Up: For People Who Haven't Started Yet → amazon.co.uk/gp/BOH15HJQBH

Also available as an eBook and paperback on Amazon.

Registered charities and mission-driven organisations: dedicated rates apply across Clarity Calls and Clarity Notes — see catchingup.wilsonlevy.net for details.

Reflection

The value of the AI Confidence Assessment lies not in the score itself, but in the conversations and actions it inspires.

CONSIDER

AI confidence is not about knowing everything. It's about making informed decisions, using AI thoughtfully, and knowing when to ask for support.

- Which three statements did I score lowest?
- Which one improvement would make the biggest difference to me over the next six months?
- What support, learning or collaboration would help increase my confidence?

Retaking the Assessment in a few months? Most people move up a full band with a quarter of deliberate practice — the online version at resources.catchingup.wilsonlevy.net makes it easy to compare.

v2.5 — 19 July 2026 — Renamed from "AI Confidence Index" to "AI Confidence Assessment" throughout (™ retained on first two mentions only); additional handwriting space added to section and overall score lines.