

# Start Right Discovery™ Assessment

## Self-Assessment Questionnaire

This self-assessment helps business and IT leaders reflect on how effectively their organization understands its own capabilities, constraints, and decision environment before committing to initiatives, systems, or projects.

Rate each statement using the scale below. Add your scores in each category to see where you stand.

A higher score indicates stronger Discovery readiness; a lower score highlights areas where assumptions, misalignment, or hidden risks may exist.

### Rating Scale:

1: Rarely/never true | 2: Occasionally true | 3: Sometimes true | 4: Usually true | 5: Consistently true

## 1. Strategic Intent & Institutional Drivers

- \_\_\_\_\_ We have a shared understanding of the institutional goals driving current initiatives.
- \_\_\_\_\_ External pressures are discussed before commitments are made.
- \_\_\_\_\_ We distinguish between strategic priorities and reactive responses.
- \_\_\_\_\_ Leaders agree on what success looks like before work begins.
- \_\_\_\_\_ Competing objectives are acknowledged and discussed openly.

Score: \_\_\_\_ / 25

### Maturity Guide:

**21–25 = Strategic Aligner:** Clear, shared intent guides decisions before commitments are made.

**16–20 = Intentional Planner:** Goals are mostly aligned, with occasional ambiguity.

**10–15 = Assumptive Planner:** Strategic intent is implied rather than explicit.

**<10 = Reactive Initiator:** Work begins without shared understanding of purpose.

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## 2. Decision Authority & Governance Clarity

- \_\_\_\_\_ Decision authority for initiatives is clearly defined and understood.
- \_\_\_\_\_ We know which decisions require leadership alignment and which can be delegated.
- \_\_\_\_\_ Decision criteria are discussed explicitly rather than assumed.
- \_\_\_\_\_ Escalation paths are clear when disagreements arise.
- \_\_\_\_\_ Key decisions are documented to prevent repeated debate.

Score: \_\_\_\_ / 25

### Maturity Guide:

**21–25 = Clear Decision-Maker:** Authority and governance are well understood and applied.

**16–20 = Structured Decision-Maker:** Governance exists but is not always applied consistently.

**10–15 = Informal Decision-Maker:** Decisions rely on individuals rather than structure.

**<10 = Ambiguous Decision-Maker:** Authority is unclear and frequently contested.

## 3. Stakeholder Alignment & Expectations

- \_\_\_\_\_ Key stakeholders are identified and involved early.
- \_\_\_\_\_ Stakeholders understand their responsibilities and contributions.
- \_\_\_\_\_ Expectations between business and IT are discussed openly.
- \_\_\_\_\_ Conflicting expectations are surfaced early rather than discovered later.
- \_\_\_\_\_ Success criteria are meaningful to all stakeholder groups.

Score: \_\_\_\_ / 25

### Maturity Guide:

**21–25 = Aligned Organization:** Expectations are realistic, shared, and reinforced.

**16–20 = Mostly Aligned:** Minor gaps exist but are generally manageable.

**10–15 = Partially Aligned:** Expectations vary across groups.

**<10 = Misaligned Organization:** Conflicting expectations undermine progress.

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## 4. Organizational Readiness & Capacity Awareness

- \_\_\_\_\_ We understand our current workload and capacity constraints.
- \_\_\_\_\_ Skill gaps are identified before initiatives begin.
- \_\_\_\_\_ Dependencies on other teams or systems are recognized early.
- \_\_\_\_\_ We acknowledge where informal workarounds mask real issues.
- \_\_\_\_\_ We are willing to delay or re-sequence work based on readiness.

Score: \_\_\_\_ / 25

### Maturity Guide:

**21–25 = Realistic Planner:** Capacity and constraints inform decisions.

**16–20 = Aware Planner:** Most readiness issues are understood.

**10–15 = Optimistic Planner:** Constraints are underestimated.

**<10 = Overextended Planner:** Commitments exceed organizational capacity.

## 5. Communication & Information Flow

- \_\_\_\_\_ The rationale behind initiatives is clearly communicated.
- \_\_\_\_\_ Information reaches the right audiences at the right level of detail.
- \_\_\_\_\_ Assumptions are documented and shared.
- \_\_\_\_\_ Changes in understanding or direction are communicated quickly.
- \_\_\_\_\_ We confirm that messages are understood as intended.

Score: \_\_\_\_ / 25

### Maturity Guide:

**21–25 = Transparent Communicator:** Information flow supports alignment.

**16–20 = Consistent Communicator:** Messages are mostly clear and timely.

**10–15 = Fragmented Communicator:** Information is uneven or inconsistent.

**<10 = Opaque Communicator:** Misunderstanding is common.

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## 6. Risk Awareness & Constraint Recognition

- \_\_\_\_\_ Risks are discussed openly before commitments are finalized.
- \_\_\_\_\_ Constraints related to time, funding, people, or policy are acknowledged.
- \_\_\_\_\_ Trade-offs are discussed explicitly.
- \_\_\_\_\_ We differentiate assumptions from validated facts.
- \_\_\_\_\_ Early concerns are taken seriously.

Score: \_\_\_\_ / 25

### Maturity Guide:

- 21–25 = Proactive Risk Recognizer:** Risks and limits are openly addressed.
- 16–20 = Aware Risk Manager:** Most constraints are identified early.
- 10–15 = Late Risk Identifier:** Risks emerge after commitments are made.
- <10 = Risk-Blind Initiator:** Constraints are ignored until problems arise.

**TOTAL SCORE (All Categories):** \_\_\_\_ / 150

### Overall Discovery Readiness Levels:

- 125–150 = Discovery-Ready Organization:** Strong foundation for informed selection & planning.
- 95–124 = Capable Discovery Organization:** Solid understanding with targeted gaps to address.
- 65–94 = Developing Discovery Organization:** Key assumptions and misalignments exist.
- <65 = At-Risk Organization:** Significant gaps likely to undermine downstream efforts.

## Interpretation & Next Steps

This assessment helps identify whether deeper Discovery is needed before moving into selection or planning. Lower or uneven scores may reveal hidden assumptions, misalignment, and readiness gaps that can create challenges later.

Our Start Right Discovery™ engagements deliver practical, actionable results you can use immediately.

Ready to start? [Schedule a Conversation >](#)