



AI-Ready Data Checklist

Whether you're preparing for agentic AI, generative AI, copilots, or other data-driven initiatives, use our checklist to ensure your data is relevant, organized, cleansed, secured, and ready for what's next.



Is Your Platform Built to Support AI-Ready Data?

- ☐ Assess your storage systems for AI readiness: Does your current platform easily integrate with AI & analytics technologies?
- ☐ Migrate unstructured data from legacy storage systems to modern, AI-capable platforms.
- ☐ Set up continuous sync to ensure your data stays current and accessible.



Has Your Sensitive Data been Cleansed?

- ☐ Prevent sensitive data like PII, IP, or other non-public info from being used in AI training by enforcing classification-based controls.
- ☐ Apply redaction, encryption, and anonymization to protect sensitive info while preserving high-value insights for AI and data-driven initiatives.
- ☐ Automate compliance processes to safeguard sensitive data as AI use grows.



Is Your Data Ready for AI Initiatives?

- ☐ Define your AI goals and target high-impact GenAI use cases.
- ☐ Implement an intelligent data management platform to curate use-case-specific data sets to train your AI models with the right data.
- ☐ Automatically eliminate outdated, duplicate, or irrelevant files to eliminate hallucinations and boost AI accuracy.
- ☐ Regularly audit your content to keep data clean, usable, and AI-ready for future initiatives.



Is Content Organized for Efficiency?

- ☐ Shore up data governance to ensure all data is easy to find, protect, and manage.
- ☐ Automate unstructured data classification based on file contents, and apply rich metadata.
- ☐ Automatically organize files into correct taxonomies and move them to new locations to fuel your data initiatives.
- ☐ Customize entity recognition and document classification to match your business needs as they evolve.



Are Your Security Measures Robust Enough for AI-Driven Operations?

- ☐ Enforce strict access controls and continuously audit sharing permissions to ensure only authorized users have access to sensitive data.
- ☐ Apply security labels and policies (like MPIP or Box Shield) in real time to safeguard content automatically.
- ☐ Quarantine exposed or high-risk files immediately and block unauthorized sharing to prevent data breaches.
- ☐ Regularly review and update security policies to stay ahead of evolving threats and maintain trust in your AI-ready data.