Business Tech Architecture Guide

A Practical Framework for Designing Systems That Actually Scale

1. Business Reality Check

Answer honestly:

- **What does your business do every day?**

  _____

  _____

- **Where does work start?**

  _____

  _____

- **Where does it stall?**

  _____

  _____

- **Where do mistakes happen most often?**

  _____

  _____

2.Flow Mapping

For each core function (Sales, Operations, Delivery, Finance, Compliance):

- **Where does information enter?**

  _____

  _____

- **Where does it move next?**

  _____

  _____

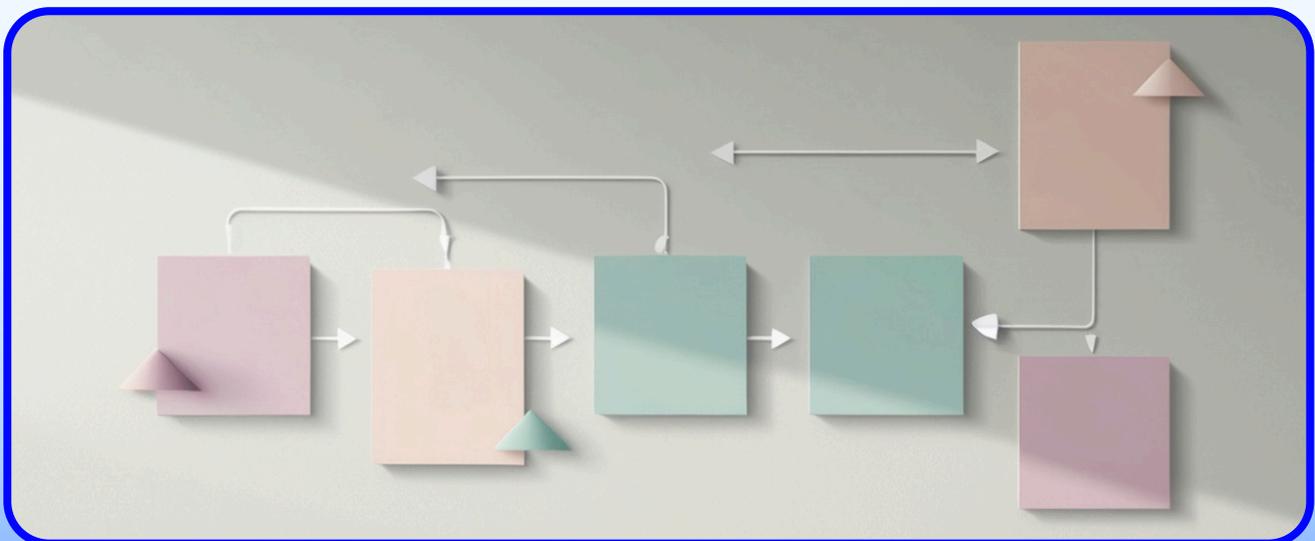- **Who owns each stage?**

  _____

  _____

- **What signals "done"?**

  _____

  _____

3. Data Architecture

Identify:

- Source of truth for customer data

  _____

- Source of truth for operational status

  _____

- Source of truth for financials

  _____

- Source of truth for compliance

  _____

- If the answer is "multiple places," flag it.

  _____

4.Automation Readiness

For each repetitive task:

- **Is the process stable?**

  _____

- **Are decision rules clear?**

  _____

- **Would automation reduce errors?**

  _____

If not, automation should wait.

5. Scalability Test

Ask:

- **What breaks if volume doubles?**

  _____

  _____

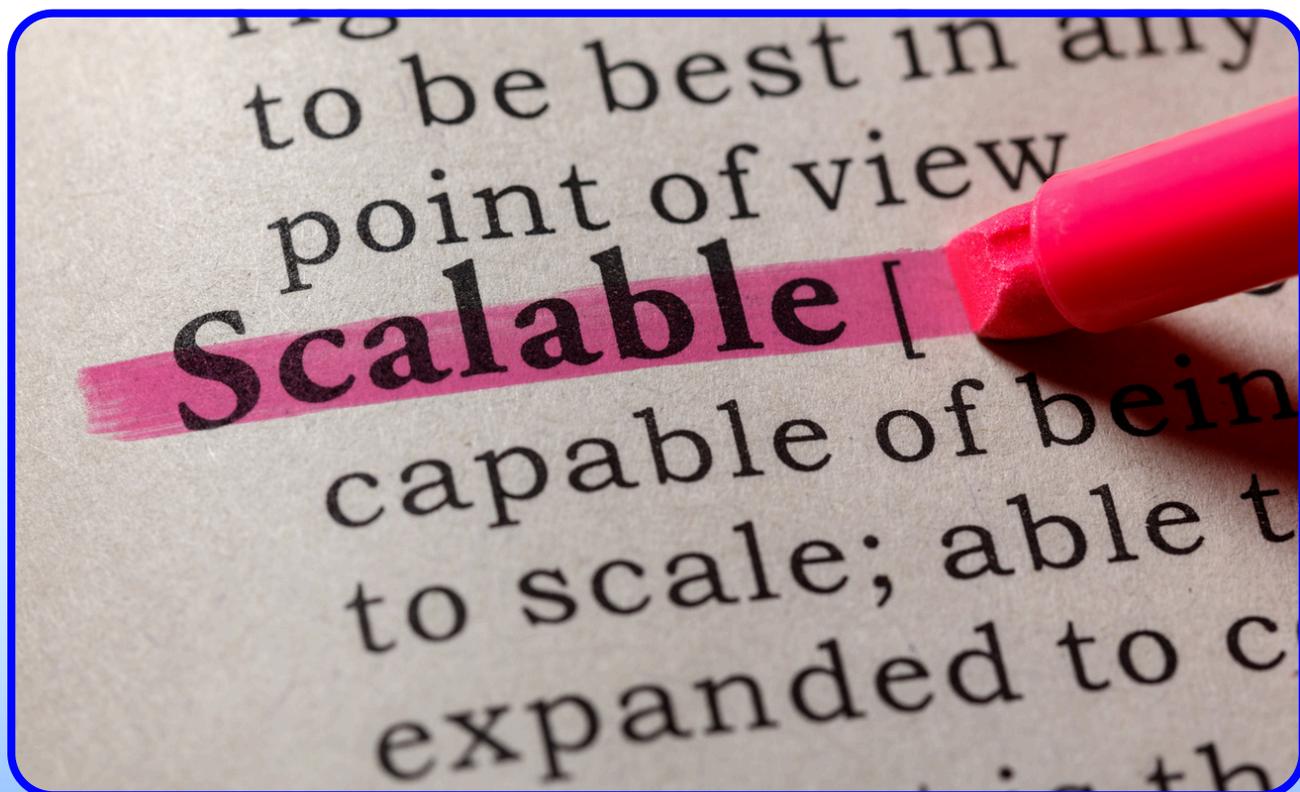- **Where would visibility be lost?**

  _____

  _____

- **Who becomes a bottleneck?**

  _____

  _____

Final Insight

If your system relies on people remembering, chasing, or fixing — it's fragile.

Architecture replaces memory with structure.

Next Step

If you want help translating this into a real, working system:
Get Ready. Grow!

SCAN HERE

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NEXT STEP