

How Much Is *Manual Work* Costing Your Business?

Rate each area of your business. Circle one option per row.

BUSINESS AREA what “fully automated” looks like	Fully manual (4)	Mostly manual (3)	Partially automated (2)	Fully automated (1)
Booking & Reservations <i>Customers book by message or web. The book updates itself. No-shows get recovery texts.</i>	☐	☐	☐	☐
Walk-in & Wait Management <i>Walk-ins go on a digital queue. Diners wait off-site and get a text when the table is ready.</i>	☐	☐	☐	☐
POS Usage & Daily Reporting <i>The POS does more than ring sales. Daily numbers land in the owner’s inbox by themselves.</i>	☐	☐	☐	☐
Food Cost & Inventory <i>Stock tracks itself. Waste and theft show up in a daily report, not a monthly surprise.</i>	☐	☐	☐	☐
Labour Scheduling <i>Rosters match forecast covers. Hours get cut on slow days without a manager doing the math.</i>	☐	☐	☐	☐
Customer List & Marketing <i>Every diner gets captured. Dormant customers get a message to bring them back, on a schedule.</i>	☐	☐	☐	☐
Staff Training & SOPs <i>New staff get trained the same way every time. SOPs live in one place, not in the manager’s head.</i>	☐	☐	☐	☐
Owner Dashboard <i>One screen shows daily revenue, food cost %, labour %, covers, and the leaks. Updated live.</i>	☐	☐	☐	☐

YOUR TOTAL SCORE: _____ / 32 Add up the number you circled in each row.

WHAT YOUR SCORE MEANS

8 – 12 Running Tight

Solid systems. Most at this score have 2 or 3 quiet leaks. *A 15-minute call usually finds them.*

20 – 26 Burning Money

Half your operations run on memory and manual effort. You’re losing HK\$30,000–60,000/month. *Fixable, but not by working harder at it.*

13 – 19 Leaking Hours

Losing 5–15 hours a week to tasks a system should handle. That’s HK\$10,000–30,000/month in capacity. *One workflow usually closes the gap.*

27 – 32 On Fire

The business runs on you. If you stop, it stops. *Scores this high are usually the easiest to fix once someone maps the workflows.*

Want to know exactly what to fix first?

consultbeaver.com/book

Book a free 15-minute Mini AI Assessment. I’ll go through your score and tell you which fix would *pay for itself fastest*, and be straight with you if there’s nothing urgent. No deck.

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