Final Check Prep Sheet

Unit 3 · Vendor-Pitch Audit & Defense · Practice at home

What the check is. One class period, on paper, no devices. A sales rep pitches an AI tool to a client. You audit the pitch: what's backed up, what isn't, what the tool should and shouldn't do, and what you'd do about it. A few students also defend their audit out loud in the days after.

What you can use. A pen, and **one index card** of your own handwritten notes, one side. Nothing else. No phone, Chromebook or watch.

There's nothing new to learn. It uses the same ideas as 3.2.1, 3.2.2, 3.2.4 and the 3.3.1 problem. Use this sheet to practice them.

1 The five parts

	Part	Points	What you do
A	**Sort the claims**	25	Mark how much evidence each claim in the pitch comes with, and say what you'd need to see.
B	**Sort the tasks**	25	Give each task the tool would do a level (1 to 4) and a reason, using the four questions.
C	**Questions for the vendor**	15	Write three questions that could change your mind, and pick the one to ask first.
D	**Checks and failure**	15	For one task you would let the tool do or help with: who checks, when, how, and what happens when it fails or has to be switched off.
E	**Defend it**	20	Your recommendation, two reasons from the pitch, the strongest objection and a reply, and what you don't know.

2 Three levels of evidence

1	Nothing to check: an opinion, a boast, or a promise with no details.
2	Something to check, but details are missing: a number or a source with no who, how many, compared to what, or when.
3	Checkable now: specific enough that you could test it, or get it in writing, before you sign.

A claim that can be checked deserves credit. Doubting every claim the same isn't an audit.

3 Your index card: ideas worth putting on it

- The four questions: routine or judgment? cost of a mistake? trust? who checks?
- The four levels, and the two stop signs
- What makes a claim checkable: who, how many, compared to what, when
- Who checks, when, and how: and who switches it off

4 Practice pitch: QuickQuote Auto (invented)

Client: a small auto repair shop with four employees (invented). **Rep:** Jordan, a sales rep. Everything here is invented.

Hi, I'm Jordan from QuickQuote Auto. [1] QuickQuote is the smartest AI ever built for repair shops. [2] Shops that switch to us see 40% more booked jobs.

[3] Dale's Garage says it saved them "a lot of time." [4] QuickQuote writes the final price for every job, with no staff review needed. [5] And it rarely makes mistakes.

[6] Your customers' data is safe with us. [7] Try it free for 30 days, cancel anytime, and export all your data whenever you want. It's in the contract, and I can email it today.

Sort the seven claims (evidence level 1, 2 or 3, and what you'd need to see).

#	Claim (short)	Level	What I'd need to see

Check your answers with a partner or in class. Where you disagree, say what would settle it.

5 A worked example: Part B

Task: “Write the final price for every job.”

Routine or judgment? Mostly routine, but each job has its own parts and labor, so 1. **Cost of a mistake?** A wrong price loses money or a customer: costly but fixable, 1. **Trust?** No evidence yet, so 2. **Who checks?** The pitch says no one, so 2.

Stop sign: no one checking means level 3 at least. **Level 3**, or **2** if the owner reads each quote before it goes out. The tool can draft, a person decides.

6 Better questions for a vendor

Weak	Strong
Is it good?	What was tested to get that number, and may I see the wrong answers?
Is my data safe?	What data do you store, for how long, and how do I delete it?
Does it work?	Which customers like us used it, and may I call two of them?

7 If you're picked for an oral defense

- It's about four minutes, on a day after the written audit.
- You're scored on four things: does your recommendation fit your task levels, did you use facts from the pitch, did you state the strongest objection and answer it, and did you say what you don't know.
- Your oral score can only **raise** your Part E score, never lower it.
- "I don't know, and here's how I'd find out" is a good answer.

If you need extra time, a reader or another format, tell your teacher ahead of time.