

Decision Making Checklist

<i>Criteria</i>	<i>Ratings</i>	
1. You state or identify the problem/situation clearly	met	not met
2. You gather information, looking at facts and assumptions	met	not met
3. You develop course(s) of action or solutions	met	not met
4. You analyze and compare all of your potential solutions and weigh the value of each	met	not met
5. You make your decision	met	not met
6. You make a plan to carry out your decision or solution, deciding what you need to implement it	met	not met
7. You implement your plan/solution and assess the results	met	not met