

Decision Matrix

1. Identify the Options
2. Determine the Criteria
3. Assign Weights (Optional but Recommended)
4. Create the Matrix
5. Rate Each Option Against Each
6. Calculate Weighted Scores (If Weights Are Used)
7. Calculate Total Scores
8. Analyze and Make a Decision

Rating



Decision Matrix

	Weight	Current Solution		Alternate Solution		Alternate Solution	
Criteria							
Criteria							
Criteria							
Total Score							