Decision Making Template

Dilemma:_____

Today's Date: _____

Decision Deadline: _____

Level of Urgency: (   ) High   (   ) Medium   (   ) Low

List your PROs   List your CONs

Number each PRO and CON. Assign each PRO and CON a point value 1-5 with 5 having the greatest importance, 1 the least. Then add the points for both PRO and CON and score total at bottom. Use this score to help you arrive at your conclusion.

#	Points	

#	Points	

Total of PRO Points: Total of CON Points:

Conclusion: _____

Action Plan: _____

☐ Decision Made!