DECISION MAKER

In this Template we give you a way to make important decisions based on a powerful decision making system.   We advice you to resave this file under a new name (with the File/Save command), and plug in you own data for each decision you want to make. In the table below you will only be typing into areas that have a gray background. You might also want to print out the file (highlite the cells A1:M63, and select File/Print/Selection/Print) to make it easier to learn to use the file.

In a Decision Making system (as shown below) you build and relate a number of components, and then come up with a decision. You state the goal or objective you want to decide on, as well as a desired set of outcomes (goal specifics). You then develop a set of different ways to achieve the desire outcomes (alternatives). You then rate each of the alternatives likelihood to achieve each of the goal specifics. The Decision Maker, then shows which items to accept and which to reject, as well as which of the acceptable alternatives are the best ones to achieve your goal. Let's break down the process:

•GOAL--You enter a goal (or requirement) that you want to achieve (e.g. type in "Reduce Theft by Staff" in the box as shown below).
•GOAL SPECIFICS--You delineate Goal Specifics that you want to occur for that goal (e.g. "A. $20,000 Budget," "B. Improvements This Year," etc.) . Enter these in their appropriate cells (click in the in the left of the two cells). Note: You MUST enter 4 specifics in this system!
•GOAL SPECIFICS WEIGHT--Not all goal specifics (i.e. "wants") for a goal are of equal stature. Some are more critical than others. To compare the level of importance of goal specific to one another, we give a "weight" to each one. In the Weight area below each goal, type in the relative importance/weight (e.g. ".7") of the goal specific (click in the in the left of the two cel

GOAL: **Reduce Theft by Staff**

GOAL SPECIFICS:	$20,000 Budget		Improvements This Year		Business Keeps Running Smoothly		Avoid Civil Rights Conflicts			
WEIGHT:	0.7		1		0.5		0.5			
ALTERNATIVES:	Valid?	Rate	Valid?	Rate	Valid?	Rate	Valid?	Rate	Status	Score
Search Staff	Y	2	Y	2	Y	2	N	0	Reject	**Reject**
Hire undercover people	Y	3	Y	4	?	4	Y	5	OK	**2.7**
Rewards for staff	Y	4	Y	3	N	3	Y	4	Reject	**Reject**
Training programs	Y	7	Y	7	Y	5	Y	3	OK	**4.0**
Hidden cameras	N	0	Y	7	Y	6	Y	3	Reject	**Reject**
Improve moral	Y	5	?	5	Y	7	Y	7	OK	**3.9**

Action Plan (Decision): I guess Rewards for staff and Training programs are the best approaches, though improving morale might also be a good solution. Hiring undercover people and some of the other alternatives might be too drastic.

		1	1	1	0	3	Reject
		1	1	1	1	4	OK
		1	1	0	1	3	Reject
		1	1	1	1	4	OK
		0	1	1	1	3	Reject
		1	1	1	1	4	OK
		Search Staff			Reject		
		Hire undercover people			2.7		
		Rewards for staff			Reject		
		Training programs			4.0		
		Hidden cameras			Reject		
		Improve moral			3.9		