

Tool 12-12

Decision Grid

PART ONE

1. Determine your overall goals for your department.
2. Brainstorm on the challenges that need to be solved to meet goals.
3. List those challenges in the center column of the Challenges Chart.
4. For each challenge, rate in left column the level of importance or how much impact solving this challenge will have to the organization.
5. For each challenge, rate in the right column the ease or difficulty of solving this challenge.
6. Using these ratings, list your challenges in the Prioritization Chart in Tool 12-13.

CHALLENGES CHART

How important is this to the organization?	Challenges	How hard will this be to solve?
Rating Scale: <input checked="" type="checkbox"/> High <input checked="" type="checkbox"/> Medium <input checked="" type="checkbox"/> Low		Rating Scale: <input checked="" type="checkbox"/> Easy <input checked="" type="checkbox"/> Medium <input checked="" type="checkbox"/> Hard
	A.	
	B.	
	C.	
	D.	
	E.	
	F.	

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CHALLENGES CHART

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	G.	
	H.	

Next, you'll move on to the Decision Chart and determine priority level.

The next group will present that step.
