Decision Process Score Card

Identify a recent decision:

Describe the decision:

For each question to which you answer yes, award one point.

1. Did we use our preexisting decision framework? Unfortunately, there's no framework, there's no way to get a point on this one. Add a framework, use it, and you're guaranteed a point the next time.

2. Did we gather relevant information?

3. Did we gather irrelevant information? If you answer yes to this one, you're more likely to consider what constitutes irrelevant information, and you'll know what to do with it.

4. Did we list assumptions to challenge? If you answer yes, you'll know which assumptions should be busted.

5. Did we make sure our sources are credible? If you answer yes, you'll know where your information came from.

6. Did we detect and eliminate biases? If you answer yes, you'll have discounted emotion and intuition.

7. Did we include the right people?

8. Did we identify at least two alternatives?

9. Did we weigh evidence supporting the decision? If you answer yes to this one, you'd better answer yes to the next one.

10. Did we weigh evidence rejecting the decision?

11. Did we choose between alternatives—beyond yes or no? A good decision process looks beyond yes and no for options.

Score your decision process.

11-10. Great decision process. Feel free to consider the outcome.

9–7. Good decision process. Almost there.

4–6. Okay decision process. Add to your process.

0–3. Poor decision process. Improve your process. Otherwise, you'll never know if your outcomes are preventable mistakes or lucky breaks.