skillmivo.

# Decision Matrix

**CRITICAL THINKING & DECISIONS**

Compare options against criteria before making an important choice.

## Decision statement

Which option or action must be decided?

**Score each option from 1 (weak) to 5 (strong).**

| Criteria / rationale | Weight | Option A | Option B | Option C |
|---|---|---|---|---|
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## Decision and assumptions

Record the reason, risks and what information might change your mind.

## Next action and review date

Who acts, by when, and when will you revisit the choice?