

Simplified Decision Matrix

Title:

		A	B	C	D	E	F	G	H	I	J	
		I	II	III	IV	V	VI	VII	VIII	IX	X	Final Weight
1	Weight											
2												
3	Choice – 1											
4	Choice – 2											
5	Choice – 3											
6	Choice – 4											
7	Choice – 5											
8	Choice – 6											
9	Choice – 7											
10	Choice – 8											
11	Choice – 9											
12	Choice – 10											

1. In the above row what is important to you, for example if you are buying a computer it will be portability, speed, memory, etc.
2. In the next row (weight) write a number between 1 and 2 depending on the priority factor you want to give (2 being highest).
3. Now write your choices in the first column (for example Dell, HP, DIY, etc.)
4. In each cell write a number between 1 to 9 depending on how much each choice agrees with priority in the same column.
5. The final weight will be calculated as a sum of all your weighed priorities.
6. To learn more about how the decision matrix works, see the sheet below.

Title: Laptop Purchase

		A	B	C	D	E	F	G	H	I	J	
		>250 nits	Latest CPU	17"	15"	16gb	>650	<650	8	9	10	Final Weight
1	Weight	1.40	1.90	1.30	1.60	1.20	1.20	0.00	0.00	0.00	0.00	
2												
3	Asus Vivobook D74	1	9	1	9	7	9	1	1	1	1	53.4
4	Choice – 2	1	1	1	1	1	1	1	1	1	1	8.6
5	Choice – 3	1	1	1	1	1	1	1	1	1	1	8.6
6	Choice – 4	1	1	1	1	1	1	1	1	1	1	8.6
7	Choice – 5	1	1	1	1	1	1	1	1	1	1	8.6
8	Choice – 6	1	1	1	1	1	1	1	1	1	1	8.6
9	Choice – 7	1	1	1	1	1	1	1	1	1	1	8.6
10	Choice – 8	1	1	1	1	1	1	1	1	1	1	8.6
11	Choice – 9	1	1	1	1	1	1	1	1	1	1	8.6
12	Choice – 10	1	1	1	1	1	1	1	1	1	1	8.6

How the Final Weight is calculated for each row?

The formula works as follows:

$$A1*A3 + B1*B3 + C1*C3 + D1*D3 + E1*E3 + F1*F3 + G1*G3 + H1*H3 + I1*I3 + J1*J3$$

The total of the above cells is calculated as Final Weight.