

SOLUTIONWISE: MAKING A CHOICE



STEP 3.1: GENERATE ALTERNATIVES

- Consider different types of action.

- ↻ Repairing
- ↻ Improving

- ↻ Innovating
- ↻ Avoiding
- Consider short/long term implications

- Refer to solution requirements.
- Consult external sources.

3.2: EVALUATE MINIMUM REQUIREMENTS

Minimum requirements are non-negotiable, have clear limits and are realistic

1. Indicate the minimum requirements
2. Record the information for each indicated minimum requirement
3. Check if the alternative(s) meet the requirement or not
4. Eliminate the alternative(s) not meeting a specific requirement immediately

3.3: EVALUATE FOR MAXIMUM BENEFITS

1. Allocate a weight/ranking/points to requirements
 - Which requirement(s) is most important?
 - Which requirement is least important?
 - How important are the remaining requirements compared to the highest and lowest rated ones?
2. Measure how each alternative satisfies each requirement
3. Record the information for each alternative
4. Score alternatives in relation to each other
 - Which alternative satisfies this requirement best?
 - Which alternative satisfies it the least?
 - How does each remaining alternative score in relation to the high and low scores?
5. Multiply the score and weight to arrive at the total score for each alternative, indicating benefit

STEP 4: MAKE A CHOICE

1. Identify risks for highest scoring alternative
2. **ASK:** What could go wrong with this alternative?
 - Poor scoring areas
 - Gut feel, logic and past experience
3. Indicate level of risk (H,M,L)
 - Indicate probability
 - Inability to manage company consequences
 - Inability to live with the consequences
4. Weigh the benefits and risks and make a balanced choice