

The weighted decision matrix

Procedure

- 1.) Write down all the alternatives you want to compare (e.g. different study programs).
- 2.) Determine the criteria that should be included in your decision (e.g. curriculum, location of the university, size of the university).
- 3.) Determine the weighting of the individual criteria (e.g. curriculum = 50%, university location = 20%). The sum of the weightings must be 100%.
- 4.) For each alternative (e.g. each study program), assign a **rating from 1** = I don't like it at all **to 5** = I like it very much.
- 5.) For each alternative, calculate the sum of the weighting value of the criteria.
- 6.) Rank the calculated point values. The alternative with the highest score best meets your requirements (rationally).

Example

CRITERIA	WEIGHTING	STUDY PROGRAM 1	STUDY PROGRAM 2	STUDY PROGRAM 3
Curriculum	50%	$3 \times 0,5 = 1,50$	$4 \times 0,5 = 2,00$	$5 \times 0,5 = 2,50$
Evaluation	10%	$1 \times 0,1 = 0,10$	$5 \times 0,1 = 0,50$	$2 \times 0,1 = 0,20$
Location	15%	$4 \times 0,15 = 0,60$	$3 \times 0,15 = 0,45$	$5 \times 0,15 = 0,75$
Internationality	15%	$4 \times 0,15 = 0,60$	$5 \times 0,15 = 0,75$	$3 \times 0,15 = 0,45$
Size of the university	10%	$5 \times 0,1 = 0,50$	$1 \times 0,1 = 0,10$	$4 \times 0,1 = 0,40$
Sum	100%	3,30	3,80	4,30
Ranking		3	2	1