Management Communication Online Course Planning Communication Decision Arguments

Template Defined: **Decision Argument**

This document explains the parts of a decision argument. Please note that there is no rule for the number of criteria. Use the fewest number that yield a strong argument.

Planning Template for a Decision Argument	
1. State Decision	The decision that needs to be made
2. State Decision Options	The different decision options
3. State Recommendation	The option you believe is best
4. State Criteria	The criteria you use to make the decision
5. Prove Decision	The evidence supporting the decision
Criterion 1	Support the proposed decision with evidence based on the first criterion
Criterion 2	Support the proposed decision with evidence based on the second criterion
Criterion 3	Continue proof on the remaining criteria
6. Rebut Other Options	Show why the other options are not as good as the recommended one