Operator Sheets, No. 00

Decision Quality Checklist

A quick check on whether a decision is ready.

Most weak decisions do not look weak at first. Answer ten questions, count your Yes answers and read the result before you commit time, money or reputation.

2 min	PDF and HTML	Decision record included
estimated to complete	formats	

Inside this evaluation

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How to complete this document

1. Answer each question Yes or No. Add a note where it helps.
2. Count your Yes answers by hand and write the number in the box under the questions.
3. Find the number in "How the score is read". That wording is the result.
4. Record your own decision in the Decision Record. A high count means the decision looks ready, not that you must go ahead. If three or more answers are No, resolve them before committing.

Operator Sheets. Scores are estimates to support your own judgement and are not professional advice. Completion times are estimates from the content, not results from timed user testing.

Decision Quality Checklist

Most weak decisions do not look weak at first. Use this quick-reference tool before committing time, money, or reputation. Ten questions, two minutes, one clear read on whether the decision is ready.

Answer each question Yes or No. Add notes where useful. Count your Yes answers once all ten are answered.

No.	Question	Answer	Notes
01	**Can I explain what we are doing and why in one sentence?**	☐ Yes ☐ No	
02	**Is the commercial logic clear and specific?**	☐ Yes ☐ No	
03	**Is ownership defined on all sides?**	☐ Yes ☐ No	
04	**Do the economics hold once delivery costs are included?**	☐ Yes ☐ No	
05	**Is there evidence supporting this decision?**	☐ Yes ☐ No	
06	**Can we exit or reverse this if it underperforms?**	☐ Yes ☐ No	
07	**Is the timeline realistic and agreed?**	☐ Yes ☐ No	
08	**Has the team aligned on the decision criteria?**	☐ Yes ☐ No	
09	**Have the key terms been discussed and agreed?**	☐ Yes ☐ No	
10	**Do I know what success looks like at 90 days?**	☐ Yes ☐ No	

Count the Yes answers: _____ of 10 clear

How the score is read

Score	Result
8 to 10 clear	Decision is ready to commit to
5 to 7 clear	Some gaps remain. Identify and address before committing
Below 5	The decision is not ready. Do more work before proceeding

Result (from the table above)

A high count is a reading, not a decision.
It shows how many of the ten checks are clear. Your decision is recorded separately below, and it is yours.

Decision Record

Decision

What is the decision?

Date

Key gaps to address

What are you most likely ignoring right now?

If three or more answers are No, resolve them before committing.

Need to go deeper?

The full Operator Sheets range

Co-Founder, Agency, Key Hire, Hiring, Partnership, Vendor, Pricing, Expansion, Fundraising, Pivot, Spend and Budget, Product Sunset, available at operatorsheets.gumroad.com. Each Operator Sheet includes a fast screen, scored evaluation, red flags, worked examples and a decision memo.