

Protocols

Committee Members agree to these protocols for using the MCDS website

- I. This time, results—weights and ratings—will be attributed (not anonymous).
- II. You will participate in a Kaffeeklatsch the week of June 22nd.
- III. If something irks you, **USE THE COMMENT BUTTON** to let us know. Don't use exotic ratings or weights as a way to send a signal—this just confuses the analysis later on.
- IV. Your ratings will only be analyzed if you fill in all the weights and ratings. If you can't complete all your ratings at one sitting, it is easy to come back later and finish. (In fact letting the ideas settle and coming back later is a very good idea).
- V. There is no "I don't know" option this time around. You must rate.
- VI. Optional, very desirable and possibly good for your peace of mind: if you want a short-hand for registering your **LEVEL OF CERTAINTY ABOUT YOUR RATINGS**, use the comment button and write "zero" (if you have no certainty) or "low," "medium" or "high" (if you are quite certain). The comment button is always associated with the page you are on, so you don't need to write out a lot of detail. In analyzing the comments, if you use one of these magic words the analysts will know you mean, for instance, "I have high confidence in the ratings I made on this specific web page." (But of course you can always add more detail if you wish!)
- VII. When **RATING**, **USE THE ASSUMPTIONS YOU SEE IN THE WEBSITE HEADING**. For instance, if the rating page header is "rate the cost of plan B" and the subtitle is "assume that plan B is triggered at the time specified in each Portfolio's trigger," then you must accept that assumption (whether or not you believe plan B will ever be necessary). There will be other parts of the decision model where you can register your confidence that Plan B will or will not be necessary. And you can always comment, using the comment button, if this assumption requirement

chafes.

- VIII. When WEIGHING a criterion for Plan B, such as “cost of Plan B”, do it in the ‘if’ context: “*if* Plan B is ever really necessary, this is how I would weigh cost.” (There’s a lot more about weighing in the section *Strategies for Weighing* in this Notebook.)
- IX. Represent your constituency if you have one. *Use the comment button* to note where you experienced difficult weights choices because, for instance, not all constituents might have same weights.
- X. Try to put your weights as far apart as you can bring yourself to do and still be ‘true.’ One reason weights tend to clump around the middle is that it is uncomfortable (but sometimes appropriate) to give a criterion a low weight. Remember, this isn’t a question about your global values, it is a question about *this particular decision*. If you want to clarify, *use the comment button* to say, for instance, ‘environment matters a lot to me but I think it will be taken care of by legal constraints, so I am marking it as ‘irrelevant’ *in the context of this decision*.
- XI. Base your ratings on the Technical memos where available. *Use the comment button* to note when you choose not to use the Technical memos that are available. Provide your rationale for taking a different tack—not because you need to justify yourselves, but because that is interesting information.
- XII. Thank you!