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Options Analysis Template

What is Options Analysis Template?

The Options Analysis Template is a strategic tool commonly utilized by Enterprise Solution Architects and Architecture Project Managers within the framework of established methodologies like TOGAF (The Open Group Architecture Framework). This template facilitates comprehensive evaluation and comparison of potential solutions or architectural options against defined criteria, such as alignment with business objectives, cost-effectiveness, technical feasibility, and risk assessment. By systematically documenting the advantages and disadvantages of each option, stakeholders can make informed decisions that enhance project outcomes and ensure the architecture aligns with the overall enterprise strategy. Adopting this template encourages consistency, promotes stakeholder engagement, and supports the iterative refinement of architectural choices throughout the project lifecycle.

template

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AI Prompt: Options Analysis Template

Imagine you're an experienced [Application Lifecycle Management (ALM)] advocate stepping into a new project where stakeholders are seeking clarity on making informed decisions. You need to create an [Options Analysis Template] that guides them through the complexities of choosing the right solution. What if you requested the AI to generate a comprehensive template that outlines key factors like cost, risk, and impact on existing systems? Think of examples where options are compared side-by-side, showcasing benefits and drawbacks, ensuring every angle is covered. You can refine the AI's output by specifying the industries involved, such as [healthcare, finance, or technology], to make the template more relevant. The ultimate goal? To produce a visually engaging and user-friendly template that not only informs but also empowers your stakeholders to make choices confidently, paving the way for successful project execution. Would it be beneficial to include a [decision matrix] for quick reference and a summary of best practices in option analysis?

[Learn more ...](#)



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Options Analysis Template

Project Overview

- **Project Name:**
- **Date:**
- **Prepared By:**
- **Stakeholders:**

Goals and Objectives

- **Business Objectives:**
 - Objective 1
 - Objective 2
 - Objective 3

Option Identification

- 1
- 2
- 3

Evaluation Criteria

- Criterion 1
- Criterion 2
- Criterion 3

Option Analysis

Option 1

- **Description:**
- **Pros:**
 - Pro 1
 - Pro 2
- **Cons:**
 - Con 1
 - Con 2
- **Score:**

Option 2

- **Description:**
- **Pros:**
 - Pro 1
 - Pro 2
- **Cons:**
 - Con 1
 - Con 2
- **Score:**

Option 3

- **Description:**
- **Pros:**
 - Pro 1
 - Pro 2
- **Cons:**
 - Con 1
 - Con 2
- **Score:**

Recommendations

- **Recommended Option:**
- **Rationale:**

Next Steps

Appendices

- **Appendix A:** Additional Data
- **Appendix B:** References



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