

Intellectual Tool Chart

Evaluating the Costs and Benefits of Assuming Responsibility

| Questions | Answers |
|---|----------------|
| 1 What is the responsibility? | |
| 2 What is the source of the responsibility? | |
| 3 What are the rewards for fulfilling the responsibility? | |
| 4 What are the penalties for not fulfilling the responsibility? | |
| 5 What are the benefits for fulfilling them? | |
| 6 What are the costs of fulfilling them? | |
| 7 How urgent are the responsibilities? | |
| 8 What is the relative importance of the responsibilities? | |
| 9 How much time is required to fulfill them? | |
| 10 Does the person assuming responsibility have the resources needed? | |
| 11 What other values or interests are involved? | |