Quick Start Guide

Paired Comparison Worksheet

STEPS:

1 AGENCY NAME
Fill in your agency name at the top of the worksheet. Only one form per agency allowed.

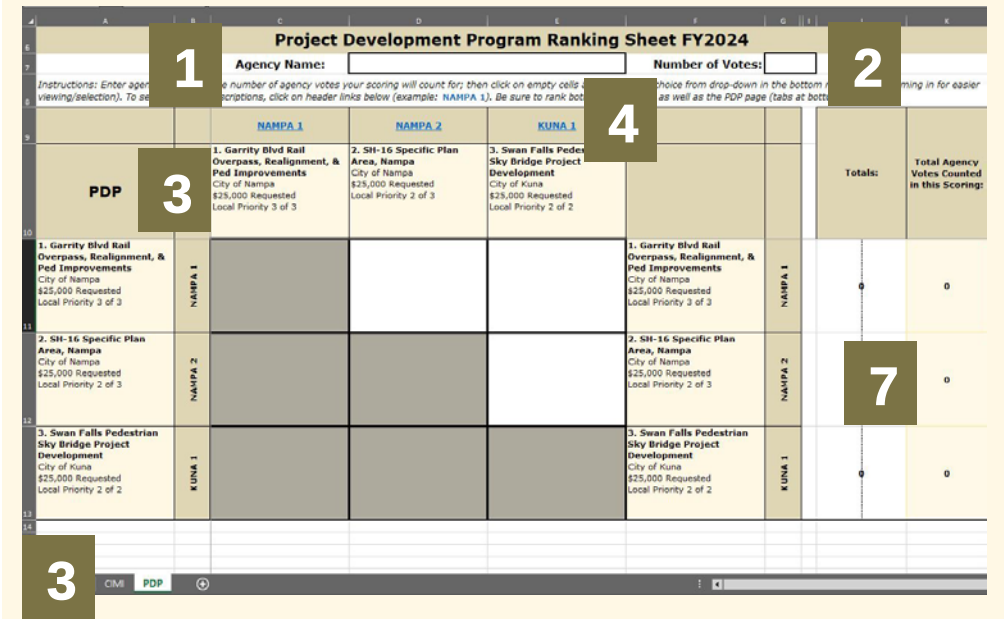
2 AGENCY VOTES
At the top right of the worksheet, fill in the number of votes that your agency has that is specific to your agency. Contact COMPASS if you're not sure.

3 REVIEW PROJECTS
Look at all the numbered projects to vote for, listed across the top down the sides. Be sure to review both CIMI and PDP projects (use tabs in lower left).

4 COMPARE PROJECTS
Compare each project against another. Note the Local Priority. Click on agency header links for full project descriptions (i.e., NAMPA 1).

5 PRIORITIZE PROJECTS
Click in the bottom right corner of each white cell and select your priority project in the drop down menu. Some cells are blocked out so you can't compare a project with itself or repeat a selection you've already made.

Let's walk through our worksheet step by step to ensure this process is as easy as possible. Download the Paired Comparison Worksheet here. After voting, please save and email to us at ssader@compassidaho.org. Sherone Sader is available to answer your questions thru email or by calling (208) 475-2237. Thank you!



6 *COMMUNITIES IN MOTION* 2050 GOALS
It's important to ensure that your rankings match our *Communities In Motion* 2050 goals and priorities at CIM 2050 Goals - Communities in Motion 2050 (compassidaho.org). Think about how much more your top chosen projects are and how they match the priorities of the CIM 2050. Make sure you're satisfied with your selections.

7 FINALIZE PRIORITY RANKINGS
Once you've made your selection, your choices will add up in the far right column and be multiplied by the number of votes your agency has at the Regional Transportation Advisory Committee (RTAC). You should now have a picture of what your agency's priorities are.

GIGABY

STORY HEADLINE

Include a highlight of your story here. You can put a tagline, start the story, or include a secondary headline to explain to the readers what this story is about in just a sentence or two.

You can easily change the formatting of selected text in the document by choosing a style from the Quick Styles gallery on the Home tab. If you want to change the fonts altogether, just go to the Design tab and select the font combination that you want for your headings and body text.

Also on the Design tab, you can change the color scheme of the document by picking a set of colors from the Colors menu.

Want to change up the images in the document? That's easy! Simply click on any of the images and go to the Picture Tools tab. From there, click on the option to Change Picture. You will then need to select the image you wish to be put in its place.

To update the images in the background of the document, you just need to double click in the header to access those images. The steps to changing them out are just as described above.

Type a quote from the document or the summary of an interesting point.

Company Name

Company Address

City, State, Zip Code

Phone Number

Email Address

Website address