www.logicalimagination.com
800.657.1494

Decision Making

Course #: PD-111 **Duration:** 1 day

Prerequisites

None

Details

This intensive, one-day course equips leaders and professionals with the tools and techniques to make effective and well-informed decisions. It delves into decision-making models, highlighting their practical applications in various business contexts. The course emphasizes the role of critical thinking in mitigating biases, the importance of ethics, and the influence of organizational culture on decision-making. Further, it addresses the dynamics of group decision-making and introduces problem-solving techniques. The course culminates in a section on decision-making under pressure, equipping participants with strategies for swift and sound decision-making. Through real-life case studies, self-reflection, and interactive activities, participants will develop a personal decision-making framework and an action plan for continuous improvement.

Software Needed

None

Outline

- **Understanding Decision-Making**
  - Introduction to Decision-Making
  - The Role of Decision-Making in Leadership
  - Types of Decisions: Programmed and Non-programmed
  - When to Use Analytical versus Intuitive Approaches
  - Barriers to Effective Decision-Making
- **Barriers to Effective Decision-Making**
  - Common Biases and How They Impact Decisions
  - Importance of Critical Thinking in Decision-Making
  - Strategies to Mitigate Bias and Improve Critical Thinking
  - Critical Thinking Skills
- **Decision-Making Models and Approaches**
  - Rational Decision-Making Model
  - Intuitive Decision-Making
  - Bounded Rationality and Satisficing
  - Vroom-Yetton Decision Model
  - OODA Loop
  - Six Thinking Hats
- **Ethics in Decision-Making**

    - Understanding Ethics in Decision-Making
    - Impact of Organizational Culture on Ethical Decision-Making
    - Strategies for Ethical Decision-Making

- **Group Decision-Making and Problem-Solving Techniques**
    - Challenges and Benefits of Group Decision-Making
    - Techniques for Effective Group Decisions
        - Brainstorming
        - Delphi Technique
        - Nominal Group Technique
        - Ranked Voting
        - Multi-Voting
    - Problem-Solving Methods
    - Best Practices for Remote/Virtual Team Decision Making

- **Decision-Making Under Pressure**
    - Techniques for Quick Assessment of Alternatives, Risks, and Stakeholders
    - Crisis Decision-Making Strategies
    - Avoiding Common Decision Traps Under Pressure

- **Action Planning**
    - Developing a Personal Decision-Making Framework
    - Developing an Action Plan for Improved Decision-Making
    - Self-Reflection on Personal Decision-Making Style