



DECISION MAKING

SOCRATES ACADEMY

*Is decision making a key part of your job?
Want to explore different options for making decisions?
Do you want to improve the quality of your decision making?*

Approach

In our fast-paced reality, we are constantly challenged with the need to make decisions. If you want to ensure that work activities run efficiently by making decisions and handling functional problems effectively, then this course is for you!

This training programme focuses on improving your decision-making competence. As these processes often happen very quickly, you will learn how to break the process down into stages, practice each individual stage and end it by putting them all together.

Topics

- The Art of Decision Making
- Decision Making Style
- The Decision-Making Process

Training Objectives

At the end of this course, you will be able to:

1. *Understand and apply a decision-making process.*
2. *Recognise and resolve business problems.*
3. *Make decisions either autonomously or collaboratively.*
4. *Use different techniques in decision making.*
5. *Exercise your choices effectively.*

Duration

One Day

If you would like to discuss any one of our programmes please call on +44(0)7803 299337 or email: info@craighilesconsulting.com



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Programme Schedule

Day One

Introduction & Welcome

- Programme Objectives
- Personal Objectives

The Art & Science of Decision Making

- Thinking About Decision Making
- Decision Making Style

The Decision-Making Process

- Define the Objective
- Gather Information
- Generate Options
- Evaluate Options
- Make the Decision
- Implement & Evaluate

Personal Action Planning

Reflection, Discussion & Action

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