

DECISION MAKING

Define the Decision to Be Made

- What Problem are you solving?
- What is the Desired Outcome?

Step 1

Gather Relevant Information

- Identify key stakeholders and seek input
- Analyze data and trends
- Consider constraints (budget, time)
- Analyze timeline

Step 2

Evaluate Options and Risk

- List possible solutions
- Assess pros and cons of each
- Consider short and long term consequences
- Consider wargame or pre-mortem

Step 3

Make a Decision and Communicate it

- Choose the Best Option
- Communicate the decision, reasoning and impact

Step 4

Implement and Monitor

- Assign responsibilities
- Set milestones
- Adjust if necessary

Step 5

Gather Feedback to Improve

- After Action Reviews
- Use the outcomes to drive future decisions

Step 6