Making Winning Decisions

Ways to Make Decisions

- Gut/Intuition
- Fact Gathering
- Consult “Expert”
- Share Decision
- Let Others Decide
What Kind of Decision is Needed Here?

- You are walking down the hall and a woman in front of you collapses.
- You run up, kneel down and discover she’s not breathing.
- You know CPR.

Gut/Intuition
Fact Gathering
Consult “Expert”
Share Decision
Let Others Decide

What Kind of Decision is Needed Here?

- Your husband has given you a nice check for your birthday.
- You really would like a new TV.
- You have enough money to buy one.

Gut/Intuition
Fact Gathering
Consult “Expert”
Share Decision
Let Others Decide
What Kind of Decision is Needed Here?

- You belong to a book discussion group and the group is deciding on books to read for the year.
- You really don’t have any recommendations.
- The group always picks books you like.

✓ Gut/Intuition
✓ Fact Gathering
✓ Consult “Expert”
✓ Share Decision
✓ Let Others Decide

How People In Charge Make Decisions

- Direct
- Collaborate
- Team Decisions
- Delegate
Key Decision Making Factors

- Understanding of Issue
- Adequacy of Info
- Importance
- Effect on Others
- Urgency

- CPR
- TV
- Book Club

Method for Hard Decisions

- Pros – What are all the positive results?
- Cons – What are the negative effects?
- Interesting – Implications and possible outcomes [+ or -]
Score Each From 1 to 5

- Based on importance to you
- Then add all the pluses and minuses
- Plus – go for it, negative, don’t

+ Pros
+ Cons
+ Interesting

Sample Decision

Should I apply for this very attractive attorney position in Richmond Virginia?

Should I ask for a transfer to another unit to get away from my supervisor?
### Weigh the Pros and Cons – Richmond Decision

<table>
<thead>
<tr>
<th>Plus</th>
<th>Score</th>
<th>Minus</th>
<th>Score</th>
<th>Interesting (+ or -)</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Weigh the Pros and Cons – Change Supervisor Decision

<table>
<thead>
<tr>
<th>Plus</th>
<th>Score</th>
<th>Minus</th>
<th>Score</th>
<th>Interesting (+ or -)</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Think of a Decision You Need to Make

Weigh the Pros and Cons

<table>
<thead>
<tr>
<th></th>
<th>Score</th>
<th>Score</th>
<th>Score</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plus</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Minus</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interestng (+ or -)</td>
<td>Score</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grand Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Summary – Ways, Factors, Method

- Gut/Intuition
- Fact Gathering
- Consult “Expert”
- Share Decision
- Let Others Decide

- Understanding of Issue
- Adequacy of Info
- Importance
- Effect on Others
- Urgency

• Pros
• Cons
• Interesting

Total the Score