



Decision Making

- The decision making course provides employees and management – in real-time and on demand - useful tools such as a download-able decision making matrix, step-by-step methodical processes, and case studies.
- Save time and money by ensuring that employees and management have made the best possible decisions for the organization the first time.
- Teams assembled within the organization will have a uniform process to follow when making decisions which saves time, provides structure, and prevents conflict.
- Having a uniform decision making process ensures that costly decisions are being made in a rational manner, and not just “on the fly” due to intuition.
- The decision making process provides transparency and thereby ensures that everyone involved – from the top down - understands why and how the particular decision was made. It provides the basis of the thought process and methodologies that led up to the final decision.

eTraining Methodology:

Through eTraining, you can learn **when you want**. You decide the time. There are no classes to attend meaning you can learn around your schedule at your own pace.

You can learn **how you want**. All eTraining courses are taught in three different formats: audio, video, and written formats. This gives you the ability to learn in the format that is best suited for your individual learning style, or you can even pick a combination of all three: audio, video and written. The course comes complete with activities, whitepapers, scripts, online quizzes, and a final exam to ensure full comprehension of the course material.

Learn **where you want**. With leadership development eTraining, you can take this course at your desk, at home during quiet time, while exercising, or when you are traveling. We call this flexibility: **My Way, My Place, My Pace**.

The Indaba No Risk Guarantee:

Take 30 days to study, learn and benefit. If you are not impressed simply call our office for a full, no questions asked refund. We are this confident that you will love our programs!

Decision Making Course Highlights:

Session 1: Rational Decision Making Process Introduction

Session 2: Rational Decision Making Process Step 1: Identify the Problem

Session 3: Rational Decision Making Process Step 2: Generate Options



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- Session 4: Rational Decision Making Process Step 3: Analyze Options
- Session 5: Rational Decision Making Process Step 4: Select the Best Option
- Session 6: Rational Decision Making Process Step 5: Implement the Decision
- Session 7: Rational Decision Making Process Step 6: Evaluate and Learn from the Decision
- Session 8: Rational Decision Making Process - Intuitive Decision Making
- Session 9: Decision Matrix Introduction
- Session 10: Decision Matrix - Who should use it?
- Session 11: Decision Matrix: Question 1
- Session 12: Decision Matrix: Question 2
- Session 13: Decision Matrix: Question 3
- Session 14: Decision Matrix: Question 4
- Session 15: Decision Matrix: Question 5
- Session 16: Decision Matrix: Question 6 - Intro to Leadership Currency
- Session 17: Decision Matrix: Positional Power
- Session 18: Decision Matrix: Personal Power
- Session 19: Decision Matrix: Authoritative Decisions
- Session 20: Decision Matrix: Individual Consult Decisions
- Session 21: Decision Matrix: A Word of Warning About Individual Consult Decisions
- Session 22: Decision Matrix: Group Consult Decisions
- Session 23: Decision Matrix: Consensus Decisions
- Session 24: Decision Matrix: Hybrid Consensus Decisions
- Session 25: Decision Matrix: Democratic Vote Decisions
- Session 26: Decision Matrix: Ad Hoc Team
- Session 27: Decision Matrix Conclusion
- Session 28: Cognitive Biases Introduction
- Session 29: Cognitive Biases: Anchoring
- Session 30: Cognitive Biases: Framing Bias
- Session 31: Cognitive Biases: Truth Bias
- Session 32: Cognitive Biases: Self-Serving or Egocentric Bias
- Session 33: Cognitive Biases: Hindsight Bias
- Session 34: Cognitive Biases: Fundamental Attribution Error
- Session 35: Cognitive Biases: Actor-Observer Bias
- Session 36: Cognitive Biases: Actor-Observer Bias Part 2
- Session 37: Cognitive Biases: Resolving the Actor-Observer Bias
- Session 38: Cognitive Biases: Confirmation Bias
- Session 39: Cognitive Biases: Déformation Professionnelle
- Session 40: Groupthink Introduction
- Session 41: Causes of Groupthink
- Session 42: Symptoms of Groupthink
- Session 43: Groupthink Case Study: Space Shuttle Challenger
- Session 44: Preventing Groupthink