

Master the
Decision Making
technique



Decisions, decisions, decisions.

I make them all the time! Why practice?

You may be someone who finds decision making **easy**.

You may be someone who finds decision making **hard**.

But either way - the real question is, once you've made your decision...

Was it a helpful one?

Are you good at making GOOD decisions?

If you find decision making hard... this will help you improve!

If you find it easy, this will help you hone your skills!



The Decision Making Technique asks you to do a few things...

- Write down the decision you need to make.
- Describe the alternatives you need to choose between.
- Describe the emotion you might feel as a result of each alternative.
- Explain why the alternative might leave you feeling this way.
- Choose and justify which option you think will be the best way forward.

This technique is important because it asks you to slow down and view your reasoning methodically.

Why is this helpful?

- You are less inclined to make purely emotional decisions.
- You think through the consequences of your potential decisions.
- You reflect on your feelings and where they're leading you.
- You increase your ability to make logical and rewarding decisions.
- You learn how to come up with several possible solutions.

So what should you bear in mind when doing this technique?

- Challenge yourself to come up with multiple alternatives.
- Reflect on and be honest about your feelings.
- Think through the emotions linked to each alternative.

With time the technique will help you to:

- Improve your decision making skills.
- Learn to recognize patterns of how you make decisions.
- Make more 'should' decisions that have long-term benefits.
- Make fewer impulsive decisions for instant gratification.

Only 'want' decisions lead to poor conditions - more 'should' decisions put you in a prime position for health and flourishing!

Let's take a look at an example:

Decision:

I need to decide whether to speak to my boss about the pressure I've been feeling to complete additional projects.

Alternative 1:

Speak to my boss.

Emotion:

What might you feel as a result of choosing this alternative?

I would feel a combination of stress, anxiety and relief.

Why might this alternative cause this emotion?

I'm worried he might think I haven't been working hard enough which would leave me feeling stressed because I want to prove myself. On the other hand, I would be relieved as he may be able to shed some light on deadlines and give me perspective on something I've missed.

Alternative 2:

Don't speak to my boss and just try to get the work done.

Emotion:

What might you feel as a result of choosing this alternative?

I would feel stressed, anxious, overworked and isolated.

Why might this alternative cause this emotion?

I am not coping with my current workload and pressure, so to keep going as things are is a very stressful idea.

Alternative 3:

Speak to a colleague I trust first. Explain the pressure I'm feeling and get feedback from her on whether it's my time management or if there's too much work on my plate.

Emotion:

What might you feel as a result of choosing this alternative?

Relieved and supported.

Why might this alternative cause this emotion?

The thought of another perspective might help me decide on the best course of action without having to speak to my boss while I'm so unsure. I would be engaging with someone else so I could get out of my own mind and hear an unbiased perspective. I would feel less anxious at the thought of getting her opinion and seeing whether I need to talk to my boss at all. This would help to develop my relationship with my colleague and allow me to look at my situation with fresh eyes.

Alternative 4:

Get the work done, then speak to my boss about how I feel. He may respect me for getting it done and provide a way of changing things in the future.

Emotion:

What might you feel as a result of choosing this alternative?

Stressed and overwhelmed. But relieved too.

Why might this alternative cause this emotion?

I would still have to do all the work but would feel relieved at the thought that I can speak to him afterwards to hopefully plan a new way forward. Feel safer at the thought of not having to convey the news that I feel I can't manage.

Alternative 5:

Consider leaving my job because I don't know if I can handle the pressure anymore and also don't want to talk it through with my boss and look like a failure.

Emotion:

What might you feel as a result of choosing this alternative?

Shame.

Why might this alternative cause this emotion?

I would feel like a coward at not having addressed any of the problems I'm facing and I would feel ashamed at not finishing well. It may also reflect negatively on me if I just left and I wouldn't get positive reviews from my boss if a potential new employer called him to find out about me and my work ethic.

Decide on an alternative:

Alternative 3

Explain your decision:

I think that getting an outside perspective is a good alternative and next step. I might still need to talk to my boss, but for now, this would be a good start.

Good luck as you continue to practice this technique!

