Developing Decision-Making Skills

Chapter 4

Factors Affecting Decision Making

4:1

Decisions

+ ____________ decisions are made everyday without much thought
+ ____________ decisions you use more time and energy to the best choice
+ People are influenced by:
  + Mental maturity
  + Values
  + Goals
  + Standards
  + Resources

Your Mental Maturity

+ As you grow and mature, your _______________ skills become more advanced
+ Evidence of Mature Thinking Skills
  1. Thinks about abstract to draw
  2. Uses ____________ reasoning to draw conclusions
  3. Projects thoughts about the ____________
  4. Predicts possible outcomes
  5. Compared ideas and thinks about which outcome might be best

Values

+ _______________ include all the ideals and beliefs that are important to you

How Values Develop

+ Your _______________ are influenced largely by those around you
  + The _______________ you live in, the _______________ around you, and your _______________ all impact your values
  + People within a _______________ have group values that are considered important by everyone in the group
  + Many of your values will be similar to your _______________ values while some will differ

Identifying Your Values

+ Personal Values
  + What is highly important to you as an individual?
+ Relationship Values
  + What values are important to you in your relationships? Values such as _______________, acceptance, and _______________ might be values you have for all your relationships
+ Work Values
  + What are your expectations for work?
8. Values Influence Decisions

+ Knowing your values can help you make ___________. You will feel more confident if you make choices that agree with your important values
+ ____________ your values when you make decisions can be helpful
+ Some situations involve ____________ values and are not so simple to decide. This can create ____________ in your life

9. Your Goals

+ A ____________ is something you want to have or achieve
+ ____________ goal is planned for the near future
+ ____________ goal will take longer to complete
  + Finish high school, college or earn a promotion at work
+ ____________ is a step leading toward the long-term goal
  + As you reach each step it will build your confident to reach your long-term goal

10. Developing a Plan to Reach Your Goal

1. Identify a ____________ and use it to set a goal
2. Develop a plan of ____________ to carry out goal
3. Identify possible ____________. List steps to avoid obstacles
  1. Obstacle – something that stands in the way as you try and reach a goal

11. Your Standard

+ ____________ can help measure your progress toward your goals
  + Your standards are unique to you and may be different from the standards of other

12. Your Resources

+ A ____________ is anything available to help your carry out your decisions. When people are aware of all their resources, are better able to make good ____________ and reach their goals
+ ____________ resources come from within a person
  + Personal qualities and characteristics as well as the support you receive from others
+ ____________ resources any items you have available to you
  + Money, car, tools, time, and information
+ Some decisions may require several resources

13. Human Resources

+ Your ____________ qualities can also be considered resources
  + Skills for reading, writing and math
  + Problem-solving skills and decision-making
  + Maintaining your car, programming a computer or playing an instrument
  + Other human resources such as teacher, family or friend
+ People who can help you carry out a ____________

14. Nonhuman Resources
Think about the abstract to draw.

Seek out information from a reliable source.

What is it about a situation that requires a person to make a decision?

A decision is the end result of a choice.

Identify some of the alternatives you may meet and how to overcome them.

You may find there is no perfect solution in your choices.

Reliable information will help you predict the results of your decision with greater certainty.

Some factors influence decisions.

As you mature, your skills for making effective decisions should improve.

Possessions

How will this choice affect you and others, both now and in the future?

Projects thoughts about the future.

Your own past experiences can provide information.

Develop a plan of action to carry out your goal.

Carry out the decision.

Obstacles

Identify an obstacle and use it to set a goal.

Identify what choices you have in addressing an issue.

Consider each alternative.

Use reasoning to draw conclusions.

Identify the factors influencing decisions.

Identify the factors that may affect outcomes.

Managing Resources

Managing your resources means using them effectively.

Be aware of the resources you have and how they might be developed.

Plan when managing resources.

Plan in a way your resources will be developed.

When you do not have the skill to do what you want to do, you may need to seek assistance from another human or nonhuman resource.

The Decision-Making Process

4:2

The decision-making process is a systematic method to guide your thinking when you need to make a planned decision.

The Decision-Making Process

1. Identify the factor.

What is it about a situation that requires a person to make a decision?

The Decision-Making Process

2. Identify the factor.

Identify what choices you have in addressing an issue.

At least two factors must exist before a person is faced with making a decision.

The Decision-Making Process

3. Consider each alternative.

Seek out information from a reliable source.

Your own past experiences can provide information.

Reliable information will help you predict the results of your decision with greater certainty.

How will this choice affect you and others, both now and in the future?

A decision is the end result of a choice.

The Decision-Making Process

4. Make the decision.
Choose the Best Alternative
   + You may find there is no _______________ solution in your choices

5. Carry out the decision
   + Requires a plan of _______________
   + Identify some of the _________________ you may meet and how to overcome them

6. Evaluate the Decision
   + Some _________________ will not turn out as well as others
   + As you mature your skills for making effective decisions should improve