

THE 5-STEP DECISION MAKING PROCESS

STEP 1

DEFINE THE PROBLEM

TYPICAL SENSING QUESTIONS

- What are the facts?
- What have you or others done to resolve this or similar problems?
- What has worked or not worked?
- What resources do you have available?

STEP 2

CONSIDER ALL THE POSSIBILITIES

TYPICAL INTUITIVE QUESTIONS

- What other ways are there to look at this?
- What do the data imply?
- What are the connections to larger issues or other people?
- What theories address this kind of problem?
- What are all the possible ways to approach the problem?

STEP 3

WEIGH THE QUESTIONS AND ALTERNATIVES

TYPICAL THINKING QUESTIONS

- What are the pros and cons of each option?
- What are the logical consequences of each?
- What are the consequences of not deciding and acting?
- What impact would deciding on each option have on other priorities?
- Would this option apply equally and fairly to everyone?

TYPICAL FEELING QUESTIONS

- How does each alternative fit with my values?
- How will the people involved be affected?
- How will each option contribute to harmony and positive interactions?
- How can I support people with this decision?

STEP 4

MAKE A FINAL DECISION AND ACT ON IT

STEP 5

EVALUATE THE RESULTS

TYPICAL EVALUATION QUESTIONS

- Was it a good decision?
- Did you consider all the facts, possibilities, impacts, and consequences?
- How can you improve your decision making in the future?