Title of Course:	*Decision Making 101*	Length of Course (# of Hrs/Days):	16 hrs /2 days
Total Price of Course: Price Per Participant		Minimum and Maximum Number of Participants:	12 - 24

Description

Decision Making 101 offers a simple but proven method for making key decisions. Our process begins with some thought-provoking questions:

- Are you asking the right questions, and confronting the most important issues?
- Do you have the strategic intelligence you need to make sound choices?
- Is your decision process effective, involving the right people?
- What have you learned from your previous strategic choices?

The workshop provides an engaging and participative environment for learning the hows and whys of effective decision-making. Participants will return to their work with a new set of tools, skills, as well as significant insight into best practices for guiding and making decisions.

Who should take this course?

- Strategic or Operational leaders in Federal Government or Civilian Agencies.
- Individuals interested in improving the effectiveness of their decision-making processes.
- Leaders interested in managing risk while enhancing organizational outcomes.

What participants will gain:

The desired outcomes for this workshop are:
- Learn a Model or Framework for understanding the decision making process
- Learn the characteristics of organizations that make fast and effective decisions
- Learn the impediments to effective decision making and how to overcome these obstacles
- Obtain new skills important for guiding decision making processes
- Obtain a set of tools and templates for use in real and critical organizational decisions

Course Content

- Understanding the decision-making process and avoiding decision traps
- Framing. Asking the right questions at the right time.
- Gathering intelligence. The key to sound decision-making in today's complex world.
- Coming to conclusions. Ensuring appropriate involvement and avoiding the decision traps common to groups and organizations.
- Learning for experience. Considering past decisions in planning for the next one.