

# Decision Focus 10 – Decision Process

Instructions: For multiple choice questions, unless a question says, "Multiple answers allowed but not required", select the **BEST** of the available answers.

Name\* \_\_\_\_\_

Email\* \_\_\_\_\_

1. A Decision Tree is used to:
  - a. List the possible choices
  - b. Show all the possible outcomes
  - c. Calculate the odds of each approach
  - d. Determine the best choice
  - e. All of the above
  
2. Commitment to follow through means:

\*\*\*\*\*Multiple answers allowed but not required

  - a. That we are ready to overcome obstacles
  - b. We will actually go after our goals
  - c. We will work to address our fears of failing
  - d. Overcoming inertia is easy
  - e. All of the above
  
3. Using a quality decision process:

\*\*\*\*\*Multiple answers allowed but not required

  - a. Allows for better communication of how you got to a decision
  - b. Lets you find the weakest link
  - c. Gives you a chance to improve your decisions as you learn more
  - d. Keeps you from forgetting important steps
  - e. Helps you avoid traps

4. The Decision Chain has six of the following eight steps. They are:

- a. Frame
- b. Review
- c. Values
- d. Alternatives
- e. Focus
- f. Commitment
- g. Information
- h. Reasoning

5. Extra Credit: List 3 ways a good decision process can help you.

- a.
  - b.
  - c.
-

# Educators Workbook

Answers are given in **bold**.

1. A Decision Tree is used to:
  1. List the possible choices
  2. Show all the possible outcomes
  3. Calculate the odds of each approach
  4. Determine the best choice
  5. **All of the above**

2. Commitment to follow through means:

\*\*\*\*\*Multiple answers allowed but not required

1. **That we are ready to overcome obstacles**
2. **We will actually go after our goals**
3. **We will work to address our fears of failing**
4. Overcoming inertia is easy
5. All of the above

3. Using a quality decision process:

\*\*\*\*\*Multiple answers allowed but not required

1. **Allows for better communication of how you got to a decision**
2. **Lets you find the weakest link**
3. **Gives you a chance to improve your decisions as you learn more**
4. **Keeps you from forgetting important steps**
5. **Helps you avoid traps**

4. The Decision Chain has six of the following eight steps. They are:
  1. **Frame**
  2. Review
  3. **Values**
  4. **Alternatives**
  5. Focus
  6. **Commitment**
  7. **Information**
  8. **Reasoning**
  
5. Extra Credit: List 3 ways a good decision process can help you. **Examples:**
  1. Avoid common traps
  2. Reduce bias
  3. Give you better odds of a good outcome
  4. Make sure your decisions match up with your real values
  5. Make sure you are answering the right questions
  6. Make sure you can find the weakest link
  7. Help you avoid procrastination and truly commit