

Steps for the Decision Making Process

The decision making process will show you how to identify the problem, gather information, and brainstorm possible solutions to a problem. When you follow the steps for the decision making process, you are able to make purposeful and responsible decisions.

Step 1: Identify the Problem

- What is the problem?
- Is it important?
- Who will be impacted?
- How much time do I have to solve this problem?

Step 2: Gather Important Information

- What information do I need to make this decision?
- What do I want?
- What do I need?
- What do I value?

Step 3: Brainstorm Solutions

- List possible solutions.
- Think about the problem from different perspectives.

Step 4: Identify Possible Consequences

- Consider each option from Step 3.
- Which options feel better than others?
- Prioritize which solution you think will work the best.

Step 5: Make a Decision

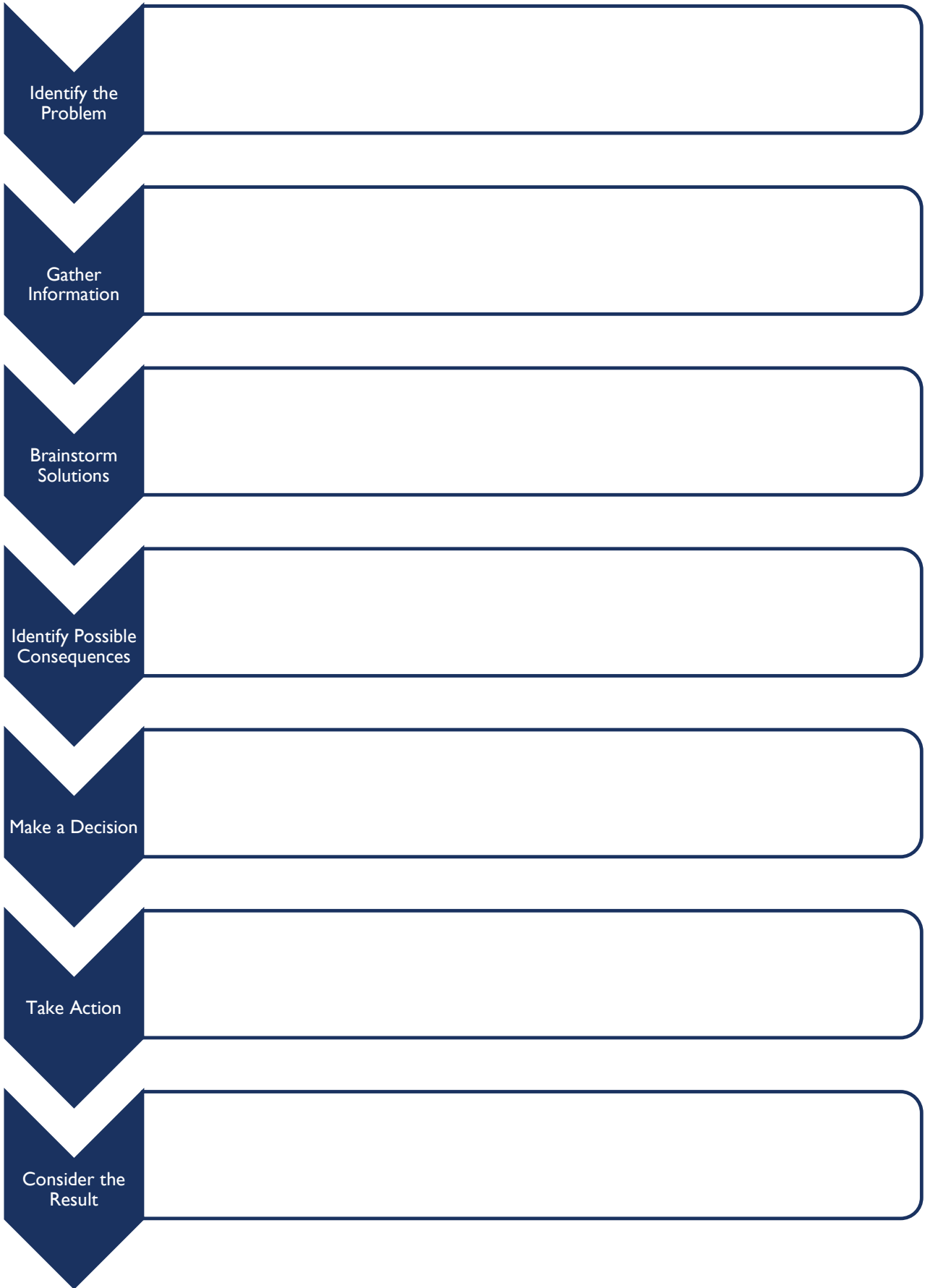

- After considering all options, make your decision.
- Your decision could be a combination of some of the options you considered.

Step 6: Take Action

- Take action and implement the best decision.
- Make a plan how you will follow through with your decision (if necessary).
- Do you need help or can you do this on your own?

Step 7: Consider the Result

- Consider the results of your decision.
- Did your decision solve the problem?
- If not, can you try another option?
- If not, can you gather more information?



Identify the Problem

Gather Information

Brainstorm Solutions

Identify Possible Consequences

Make a Decision

Take Action

Consider the Result