# 10 WAYS TO MASTER PROBLEM SOLVING AND DECISION MAKING

All professionals, managers, team leaders, and bosses need the ability to analyse problems and develop appropriate, and sustainable solutions for optimum performance and success. That is the only way to navigate stumbling blocks and ensure they don't derail your goals and ambitions. This infographic will highlight some problem-solving and decision-making tips that everyone can use.

Once you decide on the most suitable solution to your problem; it is vital that you monitor the idea in practice. That way, you can either verify the concept or make alterations based on the outcomes.

#### Define and clarify the issue

Determine the true nature of the problem before seeking the perfect solution. Does it warrant action? If so. when? And what is the best approach?

#### Gather all the facts

You will never make the right decision if you do not understand all the facts involved. Gather as much information as possible before creating your plan.



#### Create an implementation plan

Letting people know your solution for the problem is only half of the job. You also need to create a plan that ensures others use your solution in the correct manner and implement it effectively.



#### Always remain logical and rational

Letting your emotions take control in a problem-solving or decision-making situation is never sensible. You need to use logic and rationale to ensure you resolve the issue once and for all.



#### Learn how to prioritise There is a chance you might face more than one problem at the same time. You need

to learn to prioritise to ensure you find a solution for the most pressing issues first.



#### Explain the decision to those affected

Explaining the decision to the people it affects and monitoring their implementation of the solution is critical. You can point them in the right direction if you notice any errors or misunderstandings.



As the old saying goes, two minds are better than one. Always seek to brainstorm potential solutions with others who also understand all the facts involved.

You might create a list of many possible solutions, and so you will have to compare all the pros and cons of each approach before making the final decision.



Professionals need solutions that solve problems and prevent them from reoccurring. Ensure you avoid weak compromises in your approach. You can't please everyone!



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## **Decision Making And Problem Solving**

Richard I. Lyles

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Decision Making & Problem Solving Strategies John Eric Adair, 2007 Explains key principles for developing thinking skills and applying them creatively and effectively Effective Decision Making Jeremy Kourdi, 2011 Decisions and problems can often leave people with a dilemma knowing that a decision is required but uncertain how to ensure that it is the best one and that it will be successfully executed The paradox is that the very pressure for a decision often breeds indecisiveness Think on Your Feet addresses this fundamental problem enablingyou to find the best solutions and options avoid pitfalls managerisk work with people to ensure that decisions succeed and understand how you can improve the way you typically operate when **Decision Making and Problem Solving** Fema, 2011-08-02 IS 241 a Decision Making and Problem making decisions Solving Course Date 14 January 2011 Course Description EMI has made revisions to this course The course was aligned to the NRF and NIMS changes Being able to make decisions and solve problems effectively is a necessary and vital part of the job for every emergency manager planner and responder This course is designed to improve your decision making skills It addresses The decision making process Decision making styles Attributes of an effective decision maker Ethical decision making and problem solving Decision Making & Problem Solving Strategies: [Summary].,2017 Decision Making And Problem Solving Strategies John Adair, 2007-01-01 **Problem Solved!** David Goldsmith, 2014-03-10 Problem

Solved The Secrets of Decision Making and Problem Solving gives the reader an inside look at the fine points of decision making and problem solving Research conducted at Ohio State University has concluded that over 50% of all business decisions end in failure Reasons for this include not solving the right problem not defining the desired outcome and not knowing how to bring the two together In today's fast paced world of business complex problems are now a way of life and the ability to solve them will create a competitive advantage that is hard to duplicate In this book you will learn the tools and techniques necessary to become an expert decision maker and problem solver Plus the reader will be exposed to a remarkable problem solving process What you will learn How to become an expert decision maker and problem solver How to avoid making flawed decisions How to solve a problem once and for all How to make spot on judgement calls How to build a problem solving organization How to use problem prevention techniques **Decision Making and Problem Solving** Problem Solving, Decision Making, and Professional Judgment Paul Brest, Linda Hamilton Krieger, 2010-06-17 In Problem Solving Decision Making and Professional Judgment A Guide for Lawyers and Policymakers Paul Brest and Linda Hamilton Krieger prepare students and professionals to be creative problem solvers wise counselors and effective decision makers The authors provide readers with knowledge of decision theory probability and statistics social and cognitive psychology and arm them against common sources of judgment error The ultimate goal is to help readers get it right in their roles as professionals citizens and individuals **Think Smarter** Michael Kallet, 2014-03-18 Train your brain for better decisions problem solving and innovation Think Smarter Critical Thinking to Improve Problem Solving and Decision Making Skills is the comprehensive guide to training your brain to do more for you Written by a critical thinking trainer and coach the book presents a pragmatic set of tools to apply critical thinking techniques to everyday business issues Think Smarter is filled with real world examples that demonstrate how the tools work in action in addition to dozens of practice exercises applicable across industries and functions Think Smarter is a versatile resource for individuals managers students and corporate training programs Thinking is the foundation of everything you do but we rely largely on automatic thinking to process information often resulting in misunderstandings and errors Shifting over to critical thinking means thinking purposefully using a framework and toolset enabling thought processes that lead to better decisions faster problem solving and creative innovation Think Smarter provides clear actionable steps toward improving your critical thinking skills plus exercises that clarify complex concepts by putting theory into practice Features include A comprehensive critical thinking framework Over twenty five tools to help you think more critically Critical thinking implementation for functions and activities Examples of the real world use of each tool Learn what questions to ask how to uncover the real problem to solve and mistakes to avoid Recognize assumptions your can rely on versus those without merit and train your brain to tick through your mental toolbox to arrive at more innovative solutions Critical thinking is the top skill on the wish list in the business world and sharpening your ability can have profound affects throughout all facets of life Think Smarter Critical

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