IIT ROORKEE

NPTEL ONLINE CERTIFICATION COURSE

LECTURE-12
DECISION MAKING

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- Always make decisions that align with your core values.
- Listing all the options smoothens the entire process.
- Use Five-Why technique to recover the source of a problem.
- Keep in mind the other aspects of your life.

- Eliminate impartial choices.
- Too many options lead to harder decision making process.
- Spreadsheets can be really helpful in listing out all possible outcomes.
- Meditate to create intelligent solutions and ideas.
- Avoid over thinking as it slows down the entire process.

- Distinguish between an impulse and an intelligent solution.
- Try the technique of advising yourself.
- Adapt strategies like- Role playing and playing devil's advocate.
- Avoid stressing yourself too much.

- Step back and always examine the actual situation.
- Think about long term repercussions before jumping to conclusions.
- Always trust your instincts.
- Have a backup plan to deal with the worst case scenario.