

Table of Contents on Decision Making:

Session Duration: 16 hours

Training Motive: Decision-making skills are developed through a combination of knowledge, experience, and practice. By focusing on these training aims, we can strengthen the ability to make informed and effective decisions in various contexts.

Training Methodology:

Group discussion

Case study

Videos/Audios

Games/activities

1. Introduction to Decision Making
 - 1.1 Definition of Decision Making
 - 1.2 Importance of Decision Making
 - 1.3 Types of Decisions
2. Decision-Making Process
 - 2.1 Identifying the Decision
 - 2.2 Gathering Information
 - 2.3 Evaluating Alternatives
 - 2.4 Making the Decision
 - 2.5 Implementing the Decision
 - 2.6 Evaluating the Decision
3. Factors Affecting Decision Making
 - 3.1 Individual Factors
 - 3.1.1 Personal Values and Beliefs
 - 3.1.2 Cognitive Biases and Heuristics
 - 3.1.3 Emotional State and Mood
 - 3.1.4 Personality Traits
 - 3.2 Environmental Factors
 - 3.2.1 Organizational Culture
 - 3.2.2 Time Constraints
 - 3.2.3 Availability of Information
 - 3.2.4 Stakeholder Influence
4. Rational Decision Making
 - 4.1 Rational Decision-Making Model

- 4.2 Steps in Rational Decision Making
- 4.3 Limitations of Rational Decision Making

5. Intuitive Decision Making

- 5.1 Definition of Intuition
- 5.2 Characteristics of Intuitive Decision Making
- 5.3 Developing Intuition
- 5.4 Pros and Cons of Intuitive Decision Making

6. Group Decision Making

- 6.1 Advantages and Disadvantages of Group Decision Making
- 6.2 Group Decision-Making Techniques
 - 6.2.1 Brainstorming
 - 6.2.2 Nominal Group Technique
 - 6.2.3 Delphi Technique

7. Ethical Decision Making

- 7.1 Importance of Ethical Decision Making
- 7.2 Ethical Decision-Making Frameworks
 - 7.2.1 Utilitarianism
 - 7.2.2 Deontological Ethics
 - 7.2.3 Virtue Ethics
 - 7.2.4 Ethical Decision-Making Steps

8. Decision Making Under Uncertainty and Risk

- 8.1 Decision Making Under Uncertainty
- 8.2 Decision Making Under Risk
- 8.3 Decision Trees and Expected Value

9. Decision Making in Different Contexts

- 9.1 Personal Decision Making
- 9.2 Business Decision Making
- 9.3 Public Policy Decision Making
- 9.4 Medical Decision Making
- 9.5 Environmental Decision Making

10. Improving Decision Making

- 10.1 Decision-Making Techniques and Tools
- 10.2 Critical Thinking Skills
- 10.3 Decision Support Systems
- 10.4 Learning from Past Decisions

11. Conclusion