

Overcoming Decision Making Traps

GoSkills online course syllabus

Skill level

Beginner

Lessons

21

Accredited by

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Pre-requisites

No prior experience needed

Video duration

1h 1m

Estimated study time

1h 1m

Instructor

Michael Veltri

Introduction

1 Decisions, decisions

Every day is filled with decisions, but there are numerous traps you can fall into that lead you astray from making the right decisions.

Common Traps

2 Too many distractions

Do you ever feel overwhelmed by competing priorities and a never-ending to-do list?

3 Decisions are uncomfortable

Getting out of your comfort zone leads to new adventures, knowledge, and know-how.

4 The tyranny of "how"

When making decisions, it's important to recognize when you need to get unstuck.

5 Multitasking

Decision making is a battle in itself.

6 Street gang decisions

What influences the decisions you make?

7 Irresistible offers

Sometimes a choice looks too good to be true...

8 **Joint-venture decisions**
Group decisions pose a new set of challenges.

9 **No good options**
When your options are a rock and a hard place, what do you do?

Getting Unstuck

10 **Eliminate distracting data**
In today's society, busy professionals are constantly soaking up data, which can flood your ability to focus on the decision at hand.

11 **Building mindfulness**
What can you glean from Japanese Zen masters on how to make better decisions?

12 **Better sleep**
Most individuals struggle with the idea of sitting alone, undistracted, for a few minutes each day.

13 **The double five-count**
15 to 20 seconds -- three times a day -- is all you need to start making better decisions.

14 **Assembling the Fab Five**
A key aspect of ensuring you're making the best decisions possible is to ensure you have a support structure in place.

Getting to a Decision

15 **Camouflaged brilliance**
When you make a successful decision, you're left with clues that can aid you in making better decisions in the future.

16 **Time-bound decisions**
The concept that timing is everything applies to decisions.

17 **Three choices**
Often, when you make a bad decision, you don't know it's a bad one.

Creating Opportunities

18 **Addressing tough decisions**
In life, you will be faced with decisions that are very tough.

19 **Get scrappy**
What can you learn from a company founded in 1937, thrived for 75-years, then almost collapsed?

20 **Armed for battle**
One of the key elements for your decision making battle is to ensure you are prepared to take action.

Conclusion

21 **Master the art of decision-making**
Congratulations on completing this course!

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