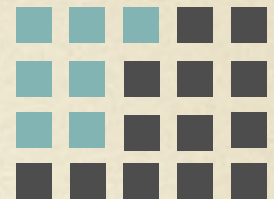
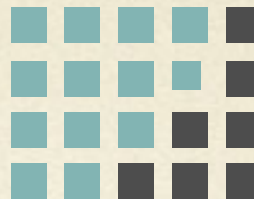


# Decision making skills



We have to make decisions and choices everywhere and almost all the time in our personal and business life. Some of them are easy to make and requires a short decision-making process while others are the hardest choices in our life.



## The ability to gather and select information

- Select only proven sources and channels when you are searching information;
- Consult qualified specialists and professionals;
- Stick to information related to the problems.

## Finding possible options and solutions

- Find, view and consider different possible solutions and alternatives.
- Use brainstorm process.
- List down all the ideas and options and prepare to analyze.

## Analysis skills

- Analysis skills are a whole combination of abilities such as problem-solving skills, management skills, interpersonal skills, setting goals and more.
- Use analytical tools - SWOT, PEST, Porter analysis.

## Selecting the best option

If you did the analysis in the right way, it is very likely to select the best option.

## The ability to evaluate your plan

The ability to evaluate your plan will allow you to see common errors and missed opportunities.