Decision-Making Points to Remember

Student Handout

1. You can always change your mind about a decision you’ve made.
2. There is probably no ***one*** right choice; and few decisions are totally wrong.
3. Deciding is a ***process***, not a static, one-time event. We are constantly re-evaluating in light of new information. A decision may not have had the consequences you expected so you can start the process over again.
4. When it comes to a career decision, remember you are not choosing for a lifetime; in all probability, you will have several jobs during your working life. Choose for now and don’t worry whether you’ll enjoy it 20 years from now. The workplace is constantly changing and you will need to change with it.
5. There’s a big difference between ***decision*** and ***outcome***. You can make a good decision based on the information at hand and still have a bad outcome. The decision is within your control, but the outcome is not. All decisions have the element of chance or risk.
6. Think of the worst outcome. Could you live with that? If you could live with the worst, then anything else does not seem that bad.
7. Indecision is a decision not to decide. There are probably risks involved in not deciding, in not taking action.
8. Try to avoid “either/or” thinking; usually there are more than two options. Be imaginative and creative.
9. You may want to consult others for information but eventually you must make up your own mind. Sometimes it may be a good idea to consult more than one source so that your information is not biased.
10. Listen to your inner voice; trust your intuition. What ***feels*** right? If you are making a decision that can have long time consequences, take your time. Don’t rush and make an impulsive decision.