



Decision making - confidently and quickly

Solve problems through the right decision method

Seminar objective

In your everyday work, you are constantly making decisions that have consequences for the further success of your team and company. In this course, you will learn about different decision-making methods and analyze which "decision-maker type" you are - because it is possible to learn how to make decisions competently and thoughtfully, even under time pressure. The complexity of decisions can often be reduced with certain methods. In the seminar, you will therefore learn about the various methods using hands-on examples -enhancing your ability to make the right decision at the right time. You will also be made aware of possible pitfalls, thinking errors and blind spots, which in turn could lead to wrong decisions.

Seminar content

Key Fundamentals:

- Methods and techniques of decision preparation
- The process of decision making: sovereignty and making decisions
- Criteria and evaluation of decision making
- The development of alternatives

Challenges you can expect to face:

- Evaluation problems in decision making: problem solving skills.
- Implementation problems in organizations
- Possibilities and limitations of systematic decision making
- The enforcement of decisions
- Decision techniques at a glance

Distinguishing methods of analysis:

- The rational decision and the intuitive decision
- Sequence of a practical decision-making process
- "Soft skills" in decision making
- Making decisions faster and more efficiently
- Critical points during decision making

Preliminary measures for implementation in practice:

- Typical decision patterns
- The decision matrix
- CAF and PMI methods
- Decisions in teams
- Realize decisions

Methodology

Moderated discussion Trainer input Simulation of everyday situations
Supervision Exercises with individual feedback

Target audience

The seminar is aimed at specialists and managers from business enterprises of all sizes and industries as well as from public

Course ref.

AO3002

Participants

not more than 9 participants

Schedule

1. Day: 10:00 - 17:00
2. Day: 09:00 - 16:00

Location & dates

Münster

29.08.2024 - 30.08.2024
28.11.2024 - 29.11.2024
20.03.2025 - 21.03.2025
12.06.2025 - 13.06.2025
28.08.2025 - 29.08.2025
27.11.2025 - 28.11.2025

Fee

1.150,00 € (ex. VAT)
1.368,50 € (inc. VAT)

Included in the price: Working documents, certificate of participation, lunch and coffee breaks.



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Ich melde mich/Wir melden uns zu folgender Veranstaltung an:

1. Teilnehmer

Name/Vorname

E-Mail

Mobilnummer

Veranstaltung Seminarcode

Ort Termin

Firmendaten/Rechnungsempfänger

Firma

Rechnung (Name)

Straße/Nummer

PLZ/Ort

Telefon/Fax

Branche

Datum

2. Teilnehmer

Name/Vorname

E-Mail

Mobilnummer

Veranstaltung Seminarcode

Ort Termin

Anzahl der Mitarbeiter in Ihrem Unternehmen

Kundennummer

Anmeldebestätigung (E-Mail)

Unterschrift