

TRAINING PROVIDER:	
Singapore Professionals' And Executives' Cooperative Limited	
COURSE INFORMATION:	
Course Title	Logical and Creative Decision Making
Course Duration	1 day (7 hours / 9am to 5pm)
COURSE OUTLINE:	
Course Overview & Objectives	<p>Decisions are continually made during our waking hours and our lifetime. Some will have a great impact on us and some minimal. Some are impulsive and some are deliberate and some are delayed and some are procrastinated.</p> <p>This course is designed to help you better understand the components of logical thinking and how to avoid blocks to logical thinking. Help to increase your ability to make decisions confidently by thinking more creatively and independently, make better decisions by problem solving systematically, identify the value of ideas and reach well-reasoned conclusions when making decisions in various work and non-work situations.</p>
Key Topics Covered	<p>This course explores the following subjects in depth:</p> <ol style="list-style-type: none"> 1. Current Decisions to make 2. How Decisions are Often Made 3. Exercise: Which Office Copier to buy? 4. The Decision Making Process 5. State the Decision You Have to Make 6. List your Requirements 7. Determine your Selection Criteria 8. Weight your Requirements 9. Compare Alternatives 10. Creatively moving away from binary Yes/No Decisions 11. Decision Making Guide 12. Exercise: Who Would You Select? 13. Personal Decision Making and Emotional Considerations. 14. Application: Getting Your Recommendations/Proposal Accepted 15. Other Applications: Tender Submissions and Selection
Learning Outcomes	Successful completion of this course will increase your ability to make decisions confidently by thinking more creatively and independently, make better decisions by problem solving systematically, identify the value of ideas and reach well-reasoned conclusions.
Learning Methodology	To anchor the learning, the workshop incorporates interactive delivery of course contents; trainer-facilitated group discussions & sharing; mini case studies; simulated exercises; individual review and reflection; etc.

SPEC

A CO-OPERATIVE FOR PMETS

Who Should Attend	For those who need to be able to assess possible approaches to a problem and choose the best solution confidently and calmly in order to make decisions at work or at home, effectively and without doubt.
--------------------------	--