

Frequently Asked Questions

Course Title: Decision Making

Course #: 4407

Duration: 0.5 Days

Delivery Method: Instructor-led live classroom

Alternative Delivery Methods: Instructor-led online (synchronous)

1. What business or organizational need does this course address?

In today's uncertain landscape, effective decision making is crucial at every level in the organization. Decisions range from simple and clear to complex and ambiguous, requiring people to approach different situations with confidence and clarity.

This workshop introduces a practical 6-step process for making decisions. Participants learn how to identify the context surrounding a decision-making challenge and adjust their approach accordingly. They apply the process to an individual decision challenge from their own work and identify specific next steps to address it.

This workshop is delivered in partnership with the Center for Creative Leadership (CCL®) and facilitated by a Management Concepts instructor who brings a federal context to the content.

2. Who should attend?

Decision Making is designed for individual contributors, supervisors and managers, and senior leaders who make decisions across a range of workplace challenges.

3. What will I learn how to do in this course?

- Apply a 6-step process for decision making to any challenge or issue requiring a decision
- Identify the specific context surrounding a particular challenge or issue
- Adjust your decision-making approach depending on the decision context
- Improve your ability to make effective decisions at work

4. What kinds of activities are included in this course?

Individual, small-group, and large-group exercises; self-assessment, lecture, discussion, and action planning

5. Are there prerequisites for this course?

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There are no prerequisites for this course.

6. Do I have to complete any prework for the course?

There is no prework required for this course.

7. Is this course applicable toward a professional certification?

No, this course is not applicable toward a professional certification. However, many Management Concepts courses do prepare you for professional certification programs. Click [here](#) to see a full list of professional certification programs that are supported by Management Concepts training courses.

8. Does this course count for credit toward a Management Concepts Certificate Program?

No, this course is not applicable toward a Management Concepts Certificate Program. However, many Management Concepts courses do count for credit toward a Management Concepts Certificate Program. Click [here](#) to see a full list of Management Concepts Certificate Programs.

9. What credits do I earn by completing this course?

The following credits are available for this course:

CEUs: 0.3

PDUs: 4

CLPs: 4

10. What course(s) do you recommend after I complete this course?

- [Decision Making](#)
- [Data-Driven Decision-Making](#)
- [Leveraging Artificial Intelligence for Federal Decision-Making](#)

11. What are Additional Features?

Most courses and training solutions have **Additional Features** designed to help every learner master and retain the concepts explored in the course. You can see which Additional Features are added to this course on the course page under the **Learning Objectives & Additional Features** tab – and for a more detailed exploration of our Additional Features, you can visit [this web page](#).

12. What's in it for me?

Frequently Asked Questions

Make better decisions with greater confidence and clarity. Apply a practical 6-step process to assess the situation, adapt your approach, involve the right people, and take action across a range of workplace challenges.