

# 16 Learn the Seven Decision-Making Steps



## TRANSITION OBJECTIVE

Students will learn and apply a seven-step process for making decisions.

## RELEVANCE TO SUCCESSFUL TRANSITION

Once we are aware of our own decision-making style, we can compare it to a process that includes the specific steps required to make a decision. Making effective decisions is important in building self-determination skills.

## INSTRUCTIONAL SEQUENCE

### ❑ STEP 1: Update Journal

How do I make decisions?

### ❑ STEP 2: Convene Roundtable

"When I make a good decision, I feel \_\_\_\_."

### ❑ STEP 3: Advance Organizer

"Today you will learn and practice a seven-step process for making decisions."

they made this decision and share these with a partner.

### ❑ STEP 5: Activity - 15 Minutes

Explain that we all have a decision-making style and to make our style more effective, we can follow a set of steps for making decisions. First, ask, "Are you required to attend school?" Attain agreement on school attendance requirements and then ask, "Have you ever considered not going to school, even though it is a requirement? Let's talk about how you might make the decision to go to school or not." Using the **Decision Sample** handout walk through the decision steps with the class.

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PERSONAL MANAGEMENT: Unit 1 LESSON 16

DECISION SAMPLE

Step 1: Problem or situation  
I didn't study for a test and I don't want to go to school.

Step 2: Choices  
I can stay home or go to school.

Step 3: Advantages or good results  
If I stay home I can sleep late, relax and watch TV. I can do what I want.  
If I go to school, I can take the test, get my work done, see friends.

Step 4: Disadvantages or bad results  
If I stay home I will get behind in class, I could get caught and have an unexcused absence.  
If I go to school, I will have to get up early, get my homework done and take a test.

Step 5: Best choice  
Which decision is best?

Step 6: Final decision  
Make a final decision.

Step 7: What did you learn from your decision?  
Think about the decision. Did I make the right decision?  
What did I learn from this decision?

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### ❑ STEP 4: Activity - 10 Minutes

Review the previous lesson. Tell students to think of one important decision they made in the last week. Looking at the **Decision-Making Steps** worksheet, have students choose three words that describe the way

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PERSONAL MANAGEMENT: Unit 1 LESSON 16

DECISION-MAKING STEPS

Step 1: Problem or situation

Step 2: Choices

Step 3: Advantages or good results

Step 4: Disadvantages or bad results

Step 5: Best choice

Step 6: Final decision

Step 7: What did you learn from your decision?

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**□ STEP 6: Activity - 15 Minutes**

Use a screen image of the **Decision-Making Steps** handout to go over the following example: "You have a lot of homework to complete and turn in by tomorrow or your grade will be lowered. Your friends have been pressuring you to go to a game. You want to go because a person you like will be there. What should you do?" Work through the steps with the class to determine a final decision.

**□ STEP 7: Evaluate Outcomes**

I think the most important decision-making step is "\_\_\_\_\_."

**□ STEP 8: Connecting Activity**

Tell students to teach the decision steps to another person at home or at school.

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**KEY WORDS**


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**decisions****process****positive****negative****outcome****MATERIALS AND PREPARATION**

- Student Handouts: **Decision Sample** page 44; **Decision-Making Steps**, page 45.
- Review **Decision-Making Styles** from Lesson 15.
- Prepare to discuss decision-making steps using a screen image of the handout.
- Prepare to practice decision-making steps using a screen image of the handout.

**SCANS FOUNDATION SKILLS**

- Basic Academic Skills: Writing, Listening, Speaking
- Thinking Skills: Decision-Making, Problem-Solving, Reasoning
- Personal Qualities: Responsibility, Self-Management