

Decision Making Steps

My Decision:

Step 1 – List pros and cons of each option

Note that you only need to consider aspects of the decision that matter to you. Don't worry about listing all the pros and cons of the choice, it's far too much work and will only confuse the issue further. (do this on two following pages)

Step 2 – Assign values

a. Go back through your pros and cons lists above. Add in what values of yours are attached to each list item in brackets next to the item.

b. Cross out all the items that don't align with your values – unless they involve changes to time or money, which could then be invested in your values/ would take away from available energy to spend on your values.

After this step, it might be obvious which choice is going to suit you best overall, based on the values you identify (and don't!) for each option, as well as time/money changes from each option. If not, on to Step 3.

Step 3 – Assign levels of importance

Go through each item left and give either 1, 2, or 3 with 3 rating, with 3 being the most important.

4. Make your choice.

Use the template on page 4 to list the totals for each area. Then do the maths!

5. Stick to your choice.

Re-write down the good things about the option you chose, and the bad things about the option you didn't choose, onto the template on the last page. Re-read this page every time you're tempted to doubt your decision.



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Option one is:

The pros:

The cons:



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Option two is:

The pros:

The cons:



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Choice One Pros score:

(minus)

Choice One Cons score:

CHOICE ONE TOTAL:

Choice two Pros Score:

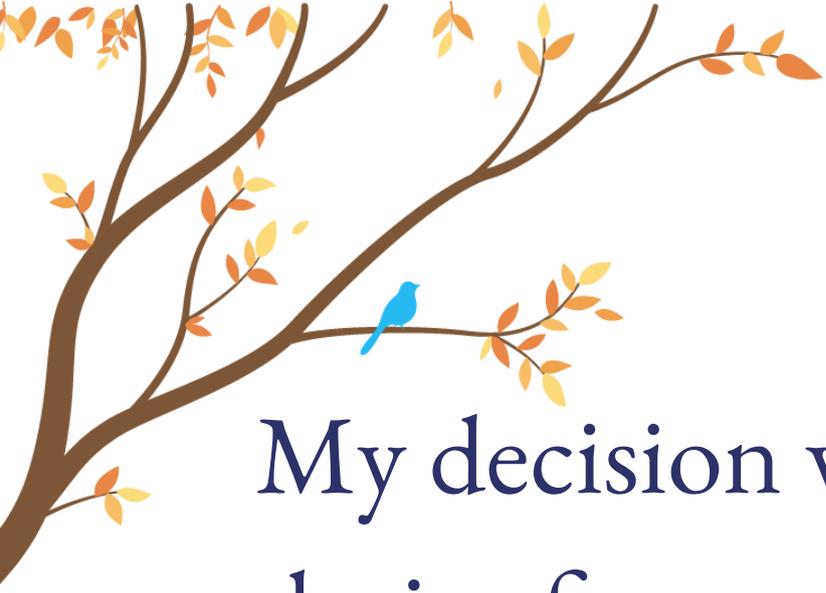
(minus)

Choice two cons score:

CHOICE TWO TOTAL:

The values led choice for me is:

Congratulations on making your decision!



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My decision was the right
choice for me because...