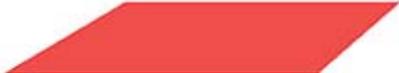




**SkillsUSA**®

**Career  
Essentials:  
*Foundations***





# Making Informed Decisions

Workplace Skills: Decision Making

- Essential Questions
  - What process can I use when making decisions?
  - How can that process be used for work-related issues or problems?
  - How does reasoning influence the decision-making process?



# Making Informed Decisions

Workplace Skills: Decision Making

- Students will understand...
  - There is a process that can be used when making decisions. That process can be applied across many contexts.
  - Reasoning is used within the decision-making process.





# Making Informed Decisions

Workplace Skills: Decision Making

- Students will know...
  - The steps in the decision-making process.
  - How to apply reasoning skills when making decisions.
  - How to apply the decision-making process to address issues or problems that arise in the workplace.



# Making Informed Decisions

Workplace Skills: Decision Making

- Students will be able to...
  - Describe the steps in the decision-making process.
  - Apply reasoning skills when making a decision.
  - Write an expository paragraph illustrating the decision-making process.





Imagine you are getting ready to purchase a new cell phone, and you have it narrowed down to two options. Describe the process you would use in order to make your selection.





## Workplace Skills: Decision Making



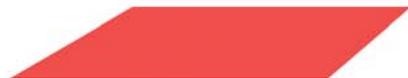
1. The plates must be arranged in a circle in order to complete the challenge.
2. Each group member must keep at least one hand on a plate at all times.
3. Each plate must always touch at least one plate it touched in the starting position.
4. The correct solution involves a sequence of four moves.
5. Only one plate may be moved at a time.
6. Once a plate is moved, it must be replaced in such a way that it makes contact with two other plates.
7. You may not adjust a plate by moving it a little in order to allow another to squeeze in or out.





## Objectives:

- Describe the steps in the decision-making process.
- Apply reasoning skills when making a decision.
- Write an expository paragraph that illustrates the decision-making process.





## Decision-making Process:

- Define the nature of the issue or problem.
- Brainstorm possible solutions.
- Select possible solutions and identify the positives and negatives of each.
- Select a solution and defend your selection by citing evidence (theory, data, prior experiences).





## Rules:

- Use only one hand.
- Grab as many poker chips from the bag as possible.
- You have 20 seconds.





## Reasoning

The process of forming conclusions, judgments, or inferences from facts or other information.





## Workplace Skills: Decision Making

Specific information from the article.:	Response:
#1 Factual information, quote or short passage	<ul style="list-style-type: none"><li>• This makes me wonder...</li><li>• In this situation, I would...</li><li>• This connects with ____ because...</li><li>• This is important because...</li><li>• I don't understand...</li><li>• This makes me think of ____ because....</li></ul>
#2 Factual information, quote or short passage	<ul style="list-style-type: none"><li>• This makes me wonder...</li><li>• In this situation, I would...</li><li>• This connects with ____ because...</li><li>• This is important because...</li><li>• I don't understand...</li><li>• This makes me think of ____ because....</li></ul>
#3 Factual information, quote or short passage	<ul style="list-style-type: none"><li>• This makes me wonder...</li><li>• In this situation, I would...</li><li>• This connects with ____ because...</li><li>• This is important because...</li><li>• I don't understand...</li><li>• This makes me think of ____ because....</li></ul>





## Expository Paragraph:

1. Topic sentence
  - Helps the reader understand what you are writing about
2. Supporting sentences
  - Follow the topic sentence in a logical sequence of steps
3. Concluding sentence
  - Closes the subject with an emphasis on the final product or process

[www.time4writing.com/uncategorized/expository-paragraphs/](http://www.time4writing.com/uncategorized/expository-paragraphs/)





## Bumper Sticker



- One thing learned
- A key thought that provides guidance
- An action step that will be taken
- A question to ponder

