

Making Effective Decisions in a Law Firm

Decision-making is regarded as a combination of thought processes that result in the selection of one course of action from several possible alternatives. Some decisions are so routine that you make them without even thinking about it. But difficult or challenging decisions demand more attention, consideration and a more formalised approach. There are processes, tools, and techniques that can be used to improve your decision-making process.

This training course will help you to define decisions, explore alternatives and give you the skills needed to allow you to make decisions competently and confidently.

Course objectives:

- ✓ Understand the different decision types and how they differ from outcomes
- ✓ Appreciate decision making alternatives
- ✓ Understand how to make decisions as a team
- ✓ Learn how to overcome decision-making traps
- ✓ Practice reviewing decisions as part of self-development