

7 KEY STEPS FOR PRACTICAL DECISION-MAKING



WHO SHOULD ATTEND

All government employees are eligible to attend this course.

WHY YOU SHOULD ATTEND

These are changing and complicated times in today's workforce. This course improves on-the-job decision-making and clarifies complex situations. The small class size allows one-on-one guidance from our expert instructor as you discover an easy-to-use method to solve problems and boost this essential skill.

WHEN AND WHERE

This course is a virtual instructor-led training. Choose **ONE** of the following dates and times:

09/21/2022 - 8:00 a.m. to 11:30 p.m. ET

11/16/2022 - 12:30 p.m. to 4:00 p.m. ET

12/08/2022 - 8:30 a.m. to 12:00 p.m. ET

Tuition: \$349

Includes electronic course materials, certificate, and access to our online customer library and customer workshops.

COURSE CONTENTS

- Discover how the **7 KEY STEPS** provide a process to de-mystify complex situations.
- Identify **ADAPTATIONS** that may be necessary for **SUCCESS** at work.
- **CONNECT** elements of the model to your **COMMUNITY & CULTURAL** contexts.
- Apply the decision-making model to implement specific **ACTIONS** in each of the 7 steps leading you to **INNOVATIVE SOLUTIONS**.
- **COACH** others to select and use the appropriate problem-solving **METHODS**.
- Explore and implement our ☆***M.A.P.***☆ for **HABIT-FORMING** and **LIFETIME LEARNING**.

RESERVE YOUR PLACE

Register here: www.FederalTrainingAcademy.com, or call (703) 300-7647.

Your agency may pay for this job-related training. Complete your agency's training form, and submit it for approval. Email approved form to Info@FederaltrainingAcademy.com, or mail: Federal Training Academy
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We also accept VISA, MasterCard, AMEX, and Discover.