

Quiet Leadership by David Rock

Using the Six Steps to Help Someone Make a Decision

Question 1: How do you feel about the amount of thinking you've given this so far?

Question 2: How important is it that you come to an answer quickly?

Question 3: How clear are you about which part of your thinking needs to be broken down more?

Question 4: How clear are you on a scale of one to ten about how to get your team involved in making the decision?

Question 5: How can I help you close the gap and get to a "ten"?

Other useful questions:

- How long have you been thinking about this decision?
- Do you have a process you normally use for making big decisions?
- How do you feel about the amount of thinking you've done on this so far?
- Which part of the decision is the central issue?
- How important is this decision, on a scale of one to ten?
- Do you have a timetable for this decision?
- How close to making the decision do you feel you are?
- Do you know what you need to do to make this decision?
- What parameters are you using to make this decision?
- What would be a great process for making the decision, versus the decision itself?
- How could I best help you decide here?

Additional questions using the Clarity of Distance model:

- How clear is your thinking here?
- Which part of this decision is the hardest to process?
- What would make this decision much easier?
- What do you personally need to be able to make this decision easily?

Making decisions with the Choose Your Focus model

- What's your overall goal?
- What's your vision of the perfect outcome?
- Do you know where you're trying to get to?
- Are you clear about your plan for achieving this goal?
- How well fleshed out is your plan?
- Would it be worth spending more time on your vision or planning?