



Name _____
CAP Teacher _____ Date _____

Session 1: DECISIONS, DECISIONS – Part I

All through your lives, you will be making decisions on a daily basis. Some decisions are simple: where to eat dinner tonight, which movie to see. Some other decisions are more complicated or are more important because it may impact your life and your future such as: which college to attend, career choice.

Whenever you are faced with these types of decisions or problems, you should look at other approaches or models to help you to make choices that are well thought out and appropriate.

Step 1. How do you make decisions?

We make numerous decisions everyday. We often do not consciously know and unaware that we are making these decisions. Look at the scenarios below and think about what your decision would be how you made that decision.

1. *It is 8:00 at night and you are really exhausted! You just got home (from practice, with friends) and you have a lot of homework. You must write a 2 page essay for English, work on a project for History (due tomorrow) and for Spanish, you must complete 5 pages of worksheets. Your Spanish teacher accepts late work but your English and History teachers will not accept anything late. Would you stay up and complete all assignments, would you not do any of it or would you do some but not others.*

Your decision _____

How/why did you decide on this? _____

2. *You go to a party and many of your friends are drinking beer and smoking. Some of the "cool" guys from school come over and offer you a drink and a cigarette. Of course, your parents, your teachers and TV ads constantly teach you about the negative effects of drugs, cigarettes and alcohol. Do you take the drink and cigarette or do you "just say no!"?*

Your decision _____

How/why did you decide on this? _____

3. *You are a senior in high school and are faced with the decision about what you will do after you graduate, or your post-secondary options. Will you join the military? Start at a community college? Go to UH? A mainland college/university? Go directly to work?*

Your decision _____

How/why did you decide on this? _____

Discussion:

1. In all three scenarios, were there similarities in how you made your decisions?
2. Which one was the most difficult?
3. Why was it hard to make a decision based on the information given?

Step 2. Information Processing

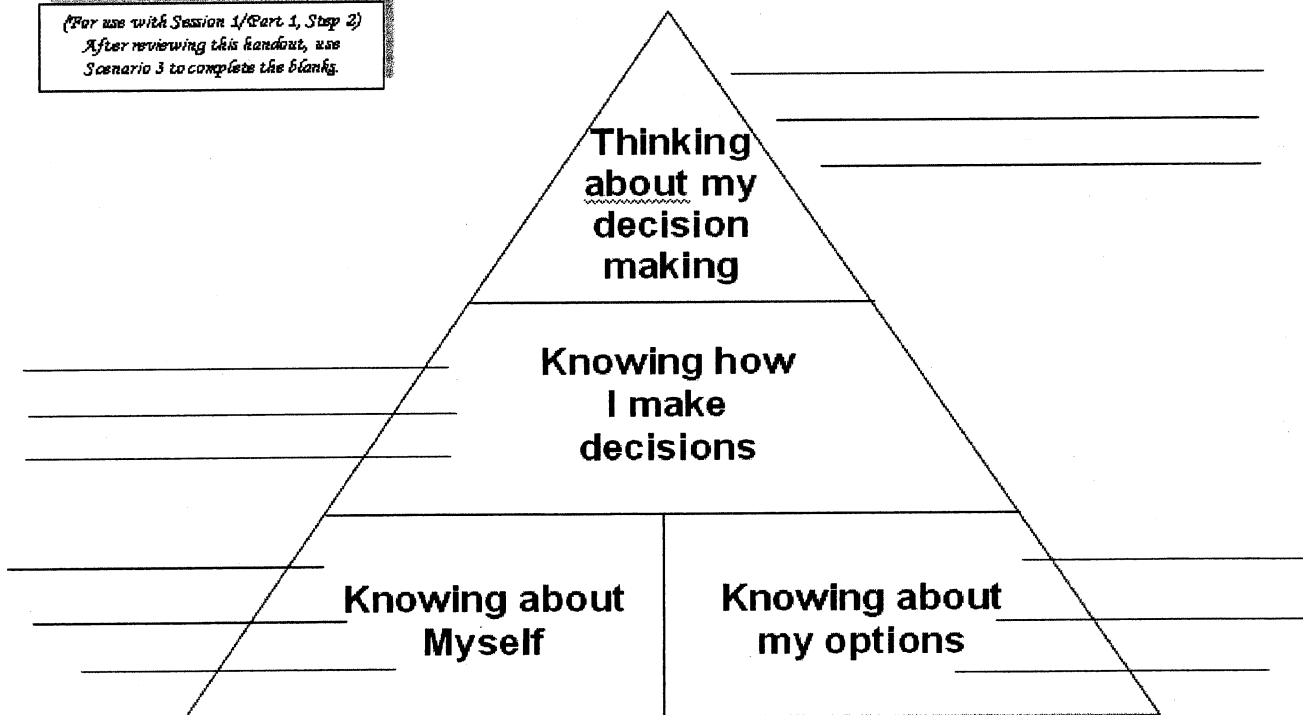
Some people make important decisions intuitively (what feels right); others do it rationally (step by step). Others make decisions on their own and some will always talk it over with others. Look at the **Information Processing Model**. This pyramid can be used to show what's involved in making important choices such as choosing a college or career. At the base are two elements: **Knowing About Myself** (my values, my interests, my skills) and **Knowing About My Options** (knowing what choices are available, understanding that these choices can be organized into interest and personality groups). You have done a lot of surveys or inventories in your ninth grade CAP class so you should be quite clear about what your values, interests, skills, etc. are. Knowing your options will require you to do some research. At the next level of the pyramid is **Knowing How I Make Decisions**. The exercise you just did gives you an idea of how you make decisions. The highest level of the pyramid, **Knowing About My Decision Making**, involves an in-depth look at yourself. This step requires you to look at how you make decisions and to be aware of and knowing how to deal with obstacles and problems.

Instruction:

1. On the Information Processing Model worksheet, *look at scenario #3, post secondary options*. Fill in each block of the pyramid:
 - a. **Knowing About Myself:** write in your values, interests, aptitudes, skills, talents, etc.
 - b. **Knowing About My Options:** write in as much as you can about the different pros/cons for each post-secondary options. (example: UH—(pro) close to home, cheapest tuition, (con) too close to home, limited course offerings,)
 - c. **Knowing How I Make Decisions:** write down how you would make this decision.
 - d. **Knowing About My Decision-Making:** write down obstacles, roadblocks, and problems you may encounter and how you might overcome them. (example: not enough money---apply for financial aid, scholarships)

PYRAMID OF INFORMATION PROCESSING

(For use with Session 1/Part 1, Step 2)
After reviewing this handout, use
Scenario 3 to complete the blanks.



Session 2: Decisions, Decisions - Part II Worksheet

The Pyramid of Information Processing pyramid showed us what's involved when we make important decisions. Look at the **Decision-Making Cycle** handout. This is a decision-making model that shows us a process or way to make crucial decisions. Note that because it goes in a circle, this process is called "cyclical," meaning that we should look at making decisions as a cycle or ongoing. You begin at the top of the chart when you realize that you must make a decision. Read the handout for a few minutes as it explains each step/stage of the cycle. After you have implemented your choice, you end up again at the top where you have to evaluate your choice. If you feel that the choice was a good one you stop there. You may revisit this model whenever you feel that it is time to once again reevaluate your choice. If you know that your choice was not a good one, you must start the process all over again.

ASSIGNMENT:

Materials Needed

- CAP 9 Inventories
- At the end of your freshmen year, you've completed many surveys and narrowed your decision to a career pathway. **Your task is to narrow your decision to a specific occupation.** For example: Arts and Communication is a Career Pathway, but a Journalist, Reporter, Media Specialist are specific occupations that fall beneath this group. Use the blank decision-making cycle, apply the decision making process and write what you might do at each stage of the cycle. Use the Decision-Making Cycle Information Sheet for assistance.
- Begin with Step 1: Knowing I Need to Make a Choice. *Write: "What occupation shall I pursue?" in the blanks provided in this step.*
- Proceed to Step 2: Understanding Myself and My Options. (Students may refer to CAP 9 inventories.) In Step 2, summarize what you learned about yourself. For example: "I value Financial Reward" [Occupational Values inventory], or "I'm a Type 4 learner so I like to be creative and be a risk taker" [4MAT], or "I'm Artistic, according to the RIASEC test and it also says it in my CEI booklet that Arts & Communication Career Cluster suits me." What conclusions can you make about yourself? Write it in the blanks provided under Step 2.
- Proceed to Step 3: Expanding and Narrowing My List of Options (Students can complete this step without their Career Pathway Handbook and Career Exploration Inventory.)
 - Use the Career Pathway Handbook you completed during your freshmen year to revisit the Career Pathway. Explore the various occupations in the career path.
 - You may also use the Career Exploration Inventory (CEI booklet) that you completed during your freshmen year. Open up the booklet and look over the first, second, and third choice career clusters you've selected based on the survey you've completed. Re-examine the Related Occupations in the table you completed and in the large columnar table to the right of your work. What other occupations in that career cluster interests you?
 - For Step 3, write down at least 5 occupations from the resources above that you feel strongly about as a chosen career.
- Proceed to Step 4: Think about those occupations you wrote in Step 3. Evaluate each option (pro/co based on whether it's a good fit for you. Does the occupation match what you said about yourself in Step 2?) Narrow your decision to 1 occupation. Write it in Step 4. (Note: As you experience new things, you will probably change your career goal and find yourself going through this decision making cycle to make a choice.)
- Proceed to Step 5: List at least 3 things that you can do to help you achieve that career goal--Classes to take, people to see, places to visit, things to do. What's your checklist?
- Step 6: Do you think you made a good decision? Why or why not? If you don't think you made a good decision, you should consider starting the cycle again and see if you can come up with other options.

Discussion:

1. What other information would have helped you to make your decision?
2. Are there other instances or problems that you faced in the past where using this decision-making cycle may have helped you to make a better decision?

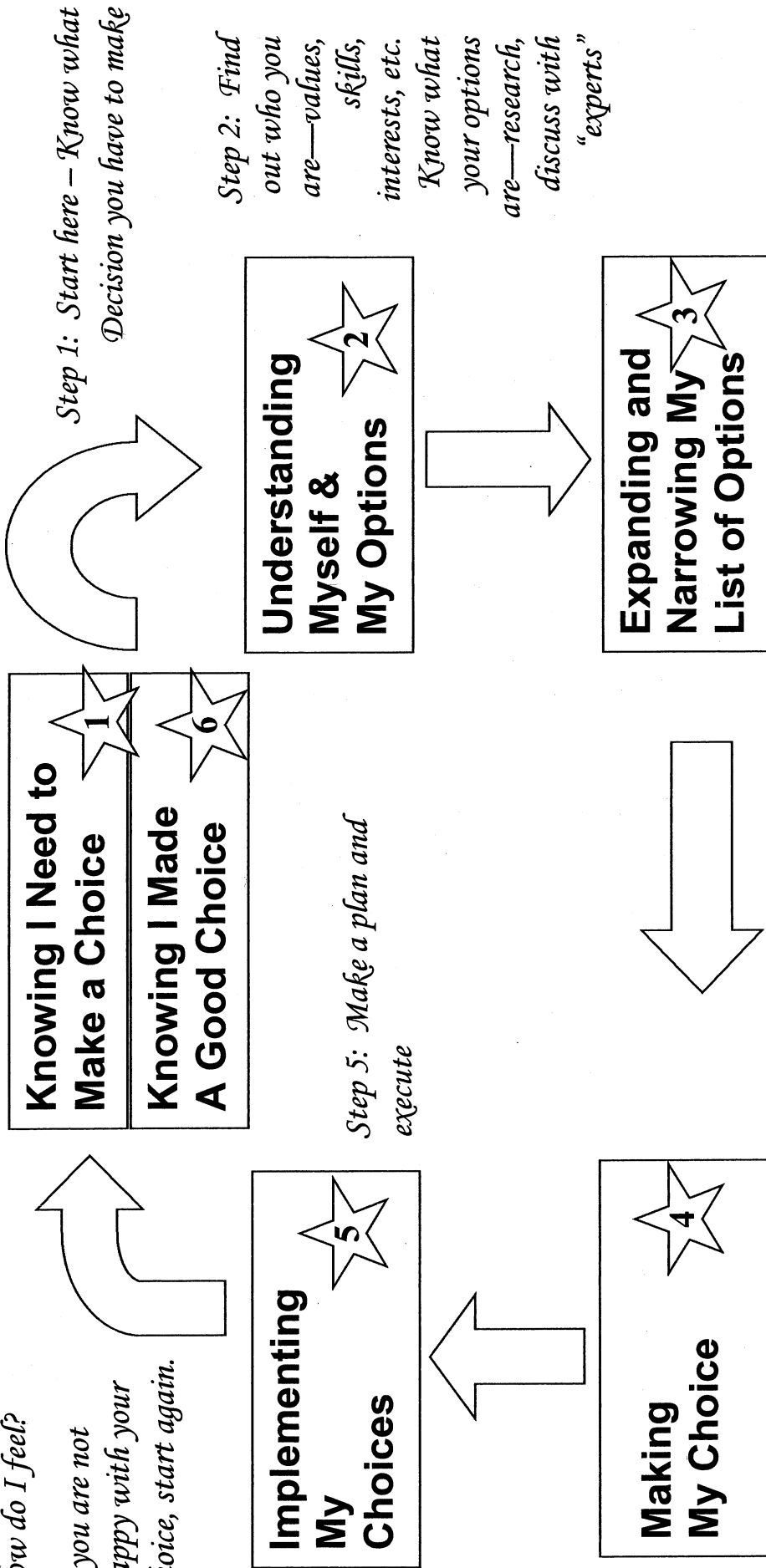
Decision-Making Cycle

INFORMATION SHEET

Step 6: Ask yourself: How do friends & relatives react to your choice?

How do I feel?

If you are not Happy with your Choice, start again.



Step 1: Start here — Know what Decision you have to make

Step 2: Find out who you are—values, skills, interests, etc. Know what your options are—research, discuss with “experts”

Step 5: Make a plan and execute

Step 4: Looking at your options and after much consideration (Step 2), rank your options, then make a choice

Step 3: Identify options that fit your values, interests, skills, etc. Pick 3-5 options (pro/con method)

(For use with Session 2: Assignment)

Decision-Making Cycle

Worksheet

