

## *Interpreting information and making better decisions*

**MORE REPORTS, MORE INTERNET SITES, MORE MESSAGES THAN EVER BEFORE? HOW DO YOUR PEOPLE KNOW WHAT IS USEFUL INFORMATION AND WHAT IS USELESS TWISTED CONJECTURE?**

Have your people been specifically and professionally trained to interpret information correctly? We are bombarded with messages everyday. This program was designed to help people navigate through the masses of messages and be able to identify critical information.

### **How good are your interpretation skills?**

Ask yourself the following:

1. I can understand my preferred communication style
2. I can tailor my communication style to suit my clients, colleagues and manager's communication style
3. At work we have eliminated role ambiguity
4. Our organisation's goals are easily understood
5. Everyone can link our organisation's mission and vision to the overall strategy
6. I can interpret the basics of a profit and loss account and a balance sheet
7. I have developed my listening and questioning skills
8. I have developed my intuitive skills
9. I read information objectively
10. I have received professional training in problem solving and decision making
11. I can identify and label different personality types
12. I have a checklist that I use when sourcing information from the internet
13. I feel comfortable asking for clarification when I don't understand instructions from a peer
14. I am aware of the psychology of influence
15. I set aside thinking time
16. I sleep well at night time and I can choose my inner voice to be quite whenever I want
17. I value input from other people that may be contrary to what I believe



# Key learning outcomes

Your **Interpreting information and making better decisions** program will give participants the skills to:

- Understand your interpretation styles
- Interpret how you add value to your organisation
- Interpret what other people are saying to you
- Interpret your organisation's core value
- Interpret different people's opinions of your organisation
- Discover vital information about your culture
- Separate truth from fiction in multimedia
- Anticipate client's and supplier's expectations
- Track down information that is the most meaningful, practical and purposeful
- Identify clues and evidence that the information is reliable
- Separate statistically significant data from trivial information
- Read information on the internet with more scrutiny
- Interpret different media messages
- Develop your thinking styles
- Build an accurate objective opinion and deflect your conditioning

## Would you like to attend this program?

For maximum effectiveness, this program is best conducted as an in-house program.

- **Ideal group size:** 4 - 12 participants.
- **Venue:** For your convenience, you can choose to conduct this program at your business premises. Alternatively, we can provide a training venue at a small additional cost.
- **Duration:** This program can be adapted to meet your requirements.
- **Cost:** Price on request.
- **Target Audience:** Employees, Supervisors, Team Leaders, Senior Managers or CEOs.

If you would like more information on this training program, please contact:  
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