Consulting on a Decision

## Goal

To make a decision that respects input and ideas from others.

## Duration

30-45 minutes

## Agenda

### 1.0 Introduction

A brief introduction to the content to be reviewed.

### 2.0 Presentation

 Present the proposed decision under consideration.

### 3.0 Reflection

Take a moment to reflect on the proposal, and prepare answers to these questions:

1. What did you like about the proposal?
2. Where do you need more information?
3. Where do you have concerns?

### 4.0 Feedback

We will go around the group to hear the answers to the first question only, then the second and third in order. We will document the feedback to each question where all can see it.

### 5.0 Closing and Next Steps

[The leader] will review the feedback and make the final decision. At the next meeting we will look at the final decision and how the group’s feedback was considered in making the final decision.

## Resources

### Book

Leading Great Meetings: How to Structure Yours for Success.

<http://www.amazon.com/Leading-Great-Meetings-Structure-Success/dp/0692446001/>

### More About This Template

<http://www.lucidmeetings.com/templates/rick-decision-consulting>