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Actor A person or a group of people involved in a **problem**. Anyone with an interest

in the **outcome** of a **solution**. This can be a very large group. It includes decision makers and implementors, suppliers, end users, shareholders and the public.

Agent An alternative term for **Actor**.

Applied Thinking The practical application of critical theory and **critical thinking**.

Bias A flaw in the structure of our thinking and reasoning formed by habits, experience

and prejudice. We are generally unaware of our biases.

Commitment A statement of action to follow through on a decision. It will have accountability

and time frames. Without a statement of commitment many decisions remain

ideas.

Complexity The more competing values a solution needs to reconcile, or the greater the gap

between the current state and the desired state the greater the complexity of the

problem.

Convergent Thinking Thinking that brings together information focused on solving a problem. It generally

follows **Divergent Thinking**.

Creative Alternatives A creative alternative is one that significantly different to the other courses of

action presented. We should have at least three alternatives for problem solving.

Criterion A factor to determine to what extent a certain goal has been reached.

Critical Thinking The objective analysis of facts to form a judgment through the rational, skeptical,

unbiased analysis or evaluation of factual evidence. Critical Thinking is also an

academic discipline.

Decision In Problem Solving a decision is the selection of a solution to be acted on. It is

arrived at through objective problem analysis and developing creative alternatives. Decisions very in importance from standard to significant to strategic. The bigger

the decision the more effort is required to develop a solution. See **Outcome**

Design Thinking A user-centered, creative and collaborative problem solving methodology.

Dilemma A perceived casual relation between two seemingly incompatible factors that

forms the heart of the problem. The problem can be solved if there is at least one alternative that can decouple the casual relation between those two factors or can

nullify the effects stemming from that conflicted relation.

Divergent Thinking Is a thought process or method used to generate creative ideas by exploring many

possible solutions. It typically occurs in a spontaneous, free-flowing, 'non-linear' manner, such that many ideas are generated in an emergent cognitive fashion. Many possible solutions are explored in a short amount of time, and unexpected connections are drawn. These ideas are then filtered through **Convergent Thinking**.

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EcosystemThe problem ecosystem includes everything that contributes to the problem or is

affected by the solution.

Efficacy The capacity for producing a desired result or effect; effectiveness: It is often

coupled with efficiency.

Efficiency The minimum effort and resources used to achieve the maximum return on

investment.

Emotional Intelligence A skill in perceiving, understanding, and managing emotions and feelings. It enhances

our ability to empathise with others.

Empathy The psychological and emotional identification with or indirect experiencing of the

feelings, thoughts, or attitudes of another. Our ability to be in another's shoes to

fully understand their point of view and response to experience.

Empowerment Empowerment, in solution development, enables the end user to have their needs

met in a way they can control. The end user believes they are self-directed as a

consequence of the solution.

End User The eventual user of a product of service.

Frame Determine the purpose, scope and perspective for a decision. A good frame is not

too narrow or broad and facilitates an accurate problem statement to solve the

right problem.

Ideate A process that uses divergent thinking to generate a wide variety ideas some of

which will be explored as possible alternatives.

Impostor Syndrome Anxiety or self-doubt that results from persistently undervaluing one's competence

and active role in achieving success, while falsely attributing one's accomplishments

to luck or other external forces (see separate downloadable resource).

Iteration In problem-solving it is a different form or version of a solution: a problem-solving

in which a succession of versions build on the one preceding to achieve a desired

degree of efficacy.

Lateral Thinking A strategy for solving problems through an indirect and creative approach, using

reasoning that is not immediately obvious and involving ideas that may not be obtainable by using only traditional step-by-step logic. It deliberately distances itself

from the standard perception of creativity as "vertical" logic.

Metric A system of measurement to quantify data for comparison so that relative merits

of alternatives and values can be evaluated.

Mindset Our mental attitude to problems, solution and learning. Carol Dweck in her book

mindset has identified two main types, fixed and growth mindsets.

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Non-IQ Characteristics Angela Duckworth identified several non-IQ personal attributes that contribute to

a person's longterm success. She has whittled them down to the seven most important when combined contribute more to a person longterm success than their IQ alone (see separate downloadable resource). The most important of the seven

is Grit (determination and staying power) which is the title of her book.

Outcome The result of a decision. Decision and outcome do not always correlate. For exam-

> ple arriving home safely after getting a lift from a drunk driver was a good outcome but a bad decision. While good decisions do not guarantee good outcomes they

Problem Statement

Prototype

pie arriving nome sately after getting a lift from a drunk driver was a good outcome but a bad decision. While good decisions do not guarantee good outcomes they greatly increase their probability.

A one sentence description of the gap between the desired and the undesired state, and a dilemma explaining why the gap will not close automatically. A dilemma shows why the alternatives are not immediately obvious i.e. why there is a problem.

One of the first builds of a product, which is based on prior ideations. The prototype is tested so that the design can be changed if necessary before the product or service is released to the end user. Products and services may go through many prototypes to get valuable user feedback before a solution is committed to

Medium frequency decisions. The line between significant and strategic decisions can be blurred. 'Should I take this job offer/launch this product/service?' Commitment and difficulty to reverse is proportional to the resources spent.

An alternative for the term actor.

High frequency, everyday decisions. 'What will I have for breakfast?' Low commitment and low cost.

Low frequency decisions 'Should I buy this house/close this takeover?' High commitment and cost. Expensive and time consuming to reverse.

For something to be sustainable it must be Socially (good for people), Economically (make financial sense) and Environmentally (respects ecosystems and biodiversity)

Significant Decision

Stakeholder

Standard Decision

Strategic Decision

Sustainable

(make financial sense) and Environmentally (respects ecosystems and biodiversity)

sound.

According to Anders Erikson, who has researched talent for several decades, talent **Talent**

is a myth. Instead it is a combination of attitude, access, application and analysis.

Tension The gap that exists between the current and desired state identified by the dilem-

ma due to conflicting values. Without an identified tension there is no problem.

Values Values are the criteria by which we understand what is important to us in a solu-

tion. They are weighted so alternative solutions can be compared and the best

solution for the individual or orginisation determined.