

University Mohammed Seddik Ben Yahya - Jijel

Faculty of Law and Political Science

School of Political Science

2nd Year – 4th Semester

Subject: English

Professor: Mohammed Kara

Decision Making Process

Decision making is the process of making choices by identifying a decision, gathering information, and assessing alternative resolutions.

Using a step-by-step decision-making process can help you make more deliberate, thoughtful decisions by organizing relevant information and defining alternatives. This approach increases the chances that you will choose the most satisfying alternative possible.

The decisions of a company's management and leadership teams can greatly affect the success of the organisation. A manager that pays attention to their decision-making strategy and considers things thoroughly helps promote good choices that yield positive results. If you're trying to make more informed choices in the workplace, studying different decision processes and their benefits may help.

Step 1: Identify the decision.

You realize that you need to make a decision. Try to clearly define the nature of the decision you must make. This first step is very important.

Step 2: Gather relevant information

Collect some pertinent information before you make your decision: what information is needed, the best sources of information, and how to get it. This step involves both internal and external “work.” Some information is internal: you’ll seek it through a process of self-assessment. Other information is external: you’ll find it online, in books, from other people, and from other sources.

Step 3: Identify the alternatives

As you collect information, you will probably identify several possible paths of action, or alternatives. You can also use your imagination and additional information to construct new alternatives. In this step, you will list all possible and desirable alternatives.

Step 4: Weigh the evidence

Draw on your information and emotions to imagine what it would be like if you carried out each of the alternatives to the end. Evaluate whether the need identified in Step 1 would be met or resolved through the use of each alternative. As you go through this difficult internal process, you'll begin to favor certain alternatives: those that seem to have a higher potential for reaching your goal. Finally, place the alternatives in a priority order, based upon your own value system.

Step 5: Choose among alternatives

Once you have weighed all the evidence, you are ready to select the alternative that seems to be best one for you. You may even choose a combination of alternatives. Your choice in Step 5 may very likely be the same or similar to the alternative you placed at the top of your list at the end of Step 4.

Step 6: Take action

You're now ready to take some positive action by beginning to implement the alternative you chose in Step 5.

Step 7: Review your decision & its consequences

In this final step, consider the results of your decision and evaluate whether or not it has resolved the need you identified in Step 1. If the decision has *not* met the identified need, you may want to repeat certain steps of the process to make a new decision. For example, you might want to gather more detailed or somewhat different information or explore additional alternatives.

Comparative Adjectives

We use comparative adjectives to compare two things or show change. The comparative form depends on the number of syllables in the adjective.

Adjectives with one syllable

To make comparative forms with one-syllable adjectives, we usually add -er:

old → older

clean → cleaner

slow → slower

If an adjective ends in -e, we add -r:

safe → safer

nice → nicer

If an adjective ends in a vowel and a consonant, we usually double the consonant:

big → bigger

hot → hotter

Adjectives with two or more syllables

If a two-syllable adjective ends in a consonant and -y, we change -y to -i and add -er:

noisy → noisier

happy → happier

easy → easier

We use more to make comparative forms for most other two-syllable adjectives and for all adjectives with three or more syllables:

crowded → more crowded

stressful → more stressful

dangerous → more dangerous

Exception: You can either add -er/-r or use more with some two-syllable adjectives, such as common, cruel, gentle, handsome, likely, narrow, pleasant, polite, simple and stupid.

I think life in the countryside is simpler than in the city.

It's more simple to live in the city because everything you need is there.

Irregular adjectives

The adjectives good, bad and far have irregular comparative forms:

good → better

bad → worse

far → further/farther

Than

When we want to say which person or thing we are comparing with, we can use than:

Their house is cleaner than ours.

Traffic is slower in the city than in the countryside.

After the race I was more tired than Anne.