

# 28 Common Decision-Making Mistakes to Avoid

We make a lot of decisions every day. They have a huge impact on our happiness and success. Yet most of us never question whether our decision-making process is flawed. It stands to reason that the only way to avoid the land mines is to know where they're located. Here are 28 mistakes to avoid:

- 1 **Shoot from the hip.** Failing to consider relevant information.
- 2 **Yesterday's news.** Basing decisions on outdated information.
- 3 **Define the problem.** Losing sight of the key objectives.
- 4 **Learn your lesson.** Failing to apply lessons learned from previous experiences.
- 5 **To-do versus must-do.** Addressing low-priority activities just to check off items.
- 6 **Emotions get the better of you.** Making important decisions in a poor frame of mind.
- 7 **False assumptions.** Failing to consider personal bias or inexperience.
- 8 **Frame of reference.** Making decisions in a vacuum.
- 9 **Analysis paralysis.** Waiting for *every* piece of information before making a decision.
- 10 **Garbage in.** Relying on sources with poor credibility.
- 11 **Fear the worst.** Avoiding a decision out of fear of making a mistake.
- 12 **Band-aid solutions.** Making a quick fix rather than addressing the root cause.
- 13 **Ego.** Failing to request or consider input from people in the know.
- 14 **Take the good with the bad.** Failing to view the downside as well as the upside.
- 15 **Jump the gun.** Selecting the first option rather than exploring alternatives.
- 16 **Plunging in.** Rushing to judgment without understanding the ramifications.
- 17 **Piecemeal.** Optimizing a single component at the expense of the whole.
- 18 **Fixed focus.** Failing to account for a changing landscape.
- 19 **It's all in the details.** Giving inadequate thought to implementation.
- 20 **Silver bullet.** Doing what's easy rather than what's best.
- 21 **Overly complex.** Making implementation overly complicated.
- 22 **Out of sight.** Failing to consider opportunity costs.
- 23 **Deer in headlights.** Postponing decisions until tomorrow.
- 24 **Cover your behind.** Making decisions merely to justify previous actions.
- 25 **Neglecting your values.** Selling your soul rather than doing what's right.
- 26 **Forest and trees.** Getting caught up in the details while missing the big picture.
- 27 **Looking over your shoulder.** Spending more time second-guessing decisions than moving forward.
- 28 **Bury your head in the sand.** Avoiding reality.

