

## **Critical Thinking to Enable Office and Personal Decisionmaking**



Critical thinking is the ability to think about one's own thinking in such a way as to recognize its strengths and weaknesses and then to form new habits of thinking more effectively.

This workshop imparts the essentials of critical thinking. It begins by defining critical thinking and includes a special module designed to inspire attendees with the idea of becoming a better thinker.

The numerous benefits and advantages of Critical Thinking are described.

Participants are then familiarized with the basic elements of critical thought (Purpose, Question, Information, Assumption, Interpretation, Concepts, Implications, Point of view) and assess those elements using universal criteria and standards of Clarity, Accuracy, Precision, Relevance, Depth, Breadth and Logicalness.

Resourceful thinking is a collection of thought patterns that, when used regularly, make a person more resilient, effective, positive, innovative and productive.

Resourceful thinking will increase your ability to achieve outcomes more quickly and solve problems more better and more thoroughly.

## **The Curriculum**

## **Check In**

8:30am - 9:00am

## **The Fundamentals of Critical Thinking**

9:00am - 10:00am

This module will introduce you to critical thinking and familiarize you with what it really is and why it's so important.

- Learn what critical thinking is and how to recognize it
- The benefits of critical thinking
- The primary skills of thinking critically

**Hand out:** Critical Thinking - Definition, Benefits and Skills

## **Thinking Critically - 7 Habitual Criteria for Evaluating**

10:15am - 11:15am

The 7 core patterns of critical thinking are introduced and practiced. The goal of this module is to help you understand and increase your ability to think with:

- Clarity
- Accuracy
- Precision
- Relevance
- Depth
- Breadth
- Logicalness

**Hand out:** Critical Thinking - Questions and Criteria part I

**Exercise** - in Trios: Thinking critically

## **Thinking Critically - Habits & Criteria For Advanced Evaluating**

11:30am - 12:30pm

This module will introduce you to 9 more essential patterns of critical thinking and allow you to practice evaluating multiple situations using each one. They are:

- Purpose
- Issue
- Information
- Inferences
- Conceptual
- Assumptions
- Consequences
- Point of view
- Frame of reference.

This module includes creative ways to use your new critical thinking skills and tips to help you do them on an ongoing basis.

**Hand out:** Critical Thinking - Questions and Criteria part II

**Exercise:** Critical Thinking in pairs

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## **Lunch**

12:30pm - 1:30pm

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## **Resourceful Thinking**

### **How To Think More Resourcefully - part I**

1:30pm - 2:30pm

This module will show you how to think in highly resourceful ways. You'll learn the following thinking patterns and begin applying them to actual situations and current challenges:

- Re-directing to outcome and meta-outcome
- Problems are resources and opportunities

- Improvement and solutions
- Multiple paths
- Resources and utilization
- Curiosity
- Increasing the number of choices and options
- How to think outside the box
- Resources and resource to others
- Priority and outcome held in mind
- Identifying best way to communicate to others
- Small chunking and big vision thinking
- Systems thinking
- Attention to other's pov, needs, goals and problems

## **How To Think More Resourcefully - part II**

2:45pm - 3:45pm

In this module you'll practice four 'framing skills' that will improve your ability to choose and assign the most optimal meaning to any experience in the past, present or future.

You'll learn:

- Reframing - assigning meaning to events
- Deframing - destroying an already existing and assigned meaning
- Preframing - assigning meaning prior to a future event
- Post framing - assigning meaning to past events

This module includes creative ways to use your new framing skills and tips to help you do them on an ongoing basis.

## **How To Think More Resourcefully - part III**

### **The Optimism Patterns**

4:00pm - 5:00pm

Based on over 20 years of research and the work of Dr. Martin Selligman, these simple techniques will increase your resilience and ability to bounce back after temporary setbacks and disappointments.

By learning these simple habits, you'll come to explain things to yourself in a way that produces a measurable difference in your overall level of optimism.

**Hand out:** Optimism Plus

**Exercise in group:** Your New Explanatory Style