

DATT™



Essential Tools for Great Problem Solving and Decision Making

The concept and techniques have been developed by Dr. Edward de Bono over the last twenty years. It has been tested and re-tested. Hundreds of thousands of people have already had their lives enhanced by concepts of DATT™.

DATT™ helps you design, reengineer and continually improve your organization. The tools help you to solve problem, improve quality, become a team leader, accept new responsibilities, add value to customers, and create or restructure products and systems.

Learn to

- ◇ Use the focused strategies to sharpen your perception.
- ◇ Direct your thinking in a more comprehensive, effective and efficient way.
- ◇ Direct your thinking energy in a powerful, managed approach to get pertinent information and take appropriate action.
- ◇ Help you avoid impulsive behaviour and judgments.
- ◇ Provide you with countless alternatives where others see only difficulties and confusion.
- ◇ Help you attain professional success with your improved decision-making and idea-generating skills.
- ◇ Increase your ability to consider consequences before taking action.
- ◇ Help to do your job well, contributes to team efforts and shows that you and your skills merit promotion.
- ◇ Help you avoid unfocused decisions. Your current thinking is not wrong; it simply isn't targeted as well as it should be.
- ◇ Create a framework for defining your personal and professional priorities and for making your thinking serve your values.



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Outline

Tool 1 : Consequences and Sequels

It is critical to look ahead to see the consequences of an action, plan, decision, or rule. You will see future repercussions and possibilities.

Tool 2 : Plus, Minus, Interesting

This tool forces you to see the positive and the negative before it's too late.

Tool 3 : Recognise, Analyse, Divide

Break a larger concept into smaller, more manageable parts and getting down to the 'core' of situation makes it easier to deal with.

Tool 4 : Consider All Factors

Explore all factors related to an action, decision, plan, judgment, or conclusion. Rarely do we deal with simple issues and rarely are they singular in dimension. Focus your attention on a particular factor.

Tool 5 : Aims, Goals, Objectives

Focus directly and deliberately on the intention behind actions. You can prevent 'drifting'.

Tool 6 : Alternatives, Possibilities, Choices

Give yourself the benefit of alternatives, then you have choices.

Tool 7 : Other People's Views

Gain the power of a broad vision by exploring other people's viewpoints.

Tool 8 : Key Values

Your values influence your thinking. The whole point of thinking is to help us attain what we value. Make sure your actions fit your values.

Tool 9 : First Priorities

Priorities guide your actions, choices, and decisions. Get the right things done. Target deliberately at what is important and what must be done first.

Tool 10 : Design/Decision, Outcome, Channels, Action

Direct your attention to the outcome of the thinking and action that follows. You will be confident in your decisions.

