

DECISION-MAKING GRIDS

	CONTROLLABLE +	UNCONTROLLABLE -
IMPORTANT/URGENT +	++ ACT	- +ACCEPT/AVOID
TRIVIAL/NONURGENT -	+ - WAIT	--ACCEPT/IGNORE

FACTORS	CONTROLLABLE	UNCONTROLLABLE

EXAMPLE- SUCCEEDING IN JOB APPLICATION

FACTORS	CONTROLLABLE	UNCONTROLLABLE
APPLY	✓	
QUALITY OF APPLICATION	✓	
QUALITY OF PREPARATION FOR INTERVIEW	✓	
QUALITY OF PRESENTATION AT INTERVIEW	✓	
SECRET AGENDA (internal applicant chosen)		✓
BIAS OF INTERVIEWERS (redheads, women)		✓
MISHAPS (flu, accident making you late)		✓

Now estimate how much of the variance each factor will likely explain

EXAMPLE – RECONCILIATION OF DYING OLD CURMUDGEON WITH HIS SON

FACTORS	CONTROLLABLE	UNCONTROLLABLE
CONTACTING THE SON	✓	
CONCILIATORY APPROACH	✓	
PERSISTENCE IN FACE OF REJECTION	✓	
SON'S INTEREST IN THE RELATIONSHIP		✓
SON'S WILLINGNESS TO FORGIVE		✓
OTHER FACTORS		

Now estimate how much of the variance each factor will likely explain