



**Digital  
Advocacy Hub**

# **Personal development**

Making decisions



**Easy  
Read**

# Easy Read



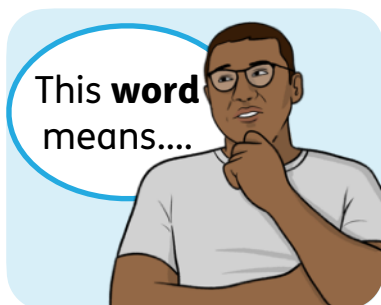
This is an Easy Read version of some information. It may not include all of the information but it will tell you about the important parts.



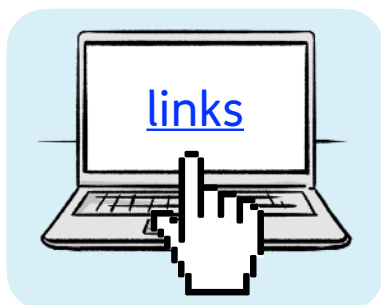
This Easy Read booklet uses easier words and pictures. Some people may still want help to read it.



Some words are in **bold** - this means the writing is thicker and darker. These are important words in the booklet.



Sometimes if a bold word is hard to understand, we will explain what it means.



Blue and underlined words show links to websites and email addresses. You can click on these links on a computer.

# What is in this booklet

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# About this booklet



This information is from the n-compass Digital Advocacy Hub.



At n-compass, we think everyone should have the chance to:

- Make choices and changes that will improve their life.



- Improve their **wellbeing**.

**Wellbeing** is the way you think and feel about life. Improving your wellbeing can help you to enjoy life more.



We call this **personal development**.



Part of personal development is being able to make decisions.



This booklet will give you ideas about how to make decisions.

# Making decisions



Sometimes, decisions will be made for you.



Sometimes, you will have to make decisions for yourself or even for other people.



Making a decision for yourself is about being able to work out which decision is best for you.



When you have a decision to make, there are different ways to work out which decision is best for you.

# 1. Thinking carefully



For some decisions, you may need to take some time to think carefully about what is best for you.

There may be different options for you to choose from.



If you have a lot of options and you need to choose 1 of them, you should think about each option carefully.

You should:

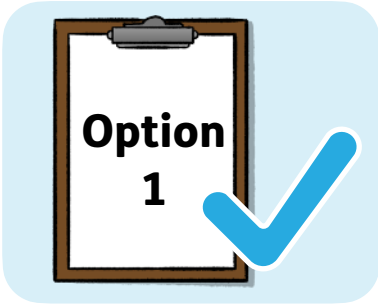


- Understand why you need to make a decision.

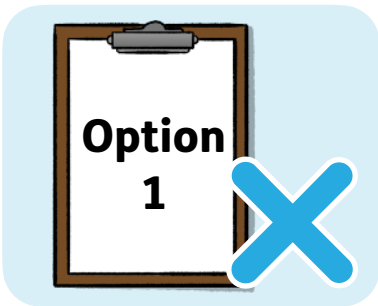


- Understand what you want to get out of this decision.

You should also:



- Work out why each option is good.



- Work out why each option is bad.



- Use this information to decide which option is best for you.



## 2. Thinking quickly



Sometimes, you may not have a lot of time to make a decision.

You may need to make a decision quickly or with less information.



When you do not have much time, you should try and make a decision that is good enough.



It does not have to be the best decision.

### 3. What you feel is right



Sometimes you may get the feeling that a decision is best for you.

This is known as a **gut feeling**.

Your **gut feeling** is useful when:



- You are making a decision about something you already know a lot about.



- You have made similar decisions in the past.

## 4. Using the past



**Past**

Sometimes you may have already made a similar decision in the past.



You can think about the decision you made in the past to help you.

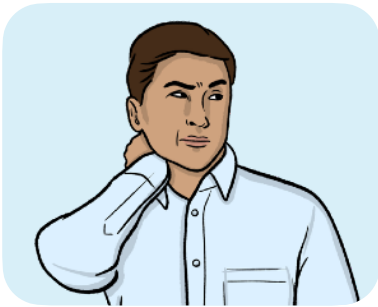


If the decision you made in the past **did not** work, then you know this may not be the best decision for you.



If the decision you made in the past **did** work, then you know you could make this decision again.

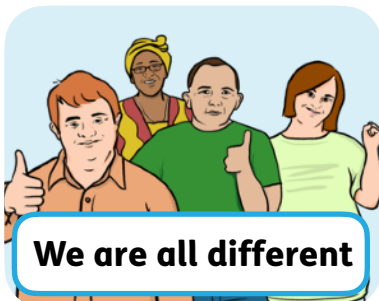
# Other people's decisions



You may not always understand or agree with someone else's decisions.



Another person may not agree with the decisions you make.



You should try to understand that people make different decisions.



Just because someone else makes a different decision, does not mean that they are wrong.

# Being biased



When someone changes the way they make decisions because they are affected by something, this is called **being biased**.

Some things can change the way that people feel about decisions. Such as:



- Positive people often think their decisions will work well.



- Negative people often think their decisions will not work.



- Personal thoughts and feelings can make people prefer 1 option over another.

# Find out more



The n-compass Digital **Advocacy** Hub gives free and fair information about lots of different parts of life.

Remember, **advocacy** is helping people to speak or speaking up for them.



n-compass runs advocacy services across the north of England.



You can find out if we run services near you on our website:  
[www.n-compass.org.uk/our-services/advocacy](http://www.n-compass.org.uk/our-services/advocacy)



Or you can speak to us using the Sign video website:  
[www.ncompass.signvideo.net](http://www.ncompass.signvideo.net)