

15-Minute Decision Sheet

Define. Cut. Choose. Lock.

Use this for everyday or professional decisions where you already know the basic facts and the choice is reasonably safe and reversible.

1 DEFINE

2 MIN

What exactly am I deciding?

THE DECISION

DECIDE BY

2 CUT

3 MIN

Which three options are genuinely realistic?

OPTION 1

OPTION 2

OPTION 3

3 CHOOSE

7 MIN

Which option fits my priorities and current reality best?

MY TOP THREE PRIORITIES

MY CHOICE

ONE FACT THAT SUPPORTS IT

ONE FEAR I AM TREATING AS A FACT

CAN I REVERSE OR ADJUST THIS? ☐ Yes ☐ No

4 LOCK

3 MIN

What will I do next, and when will I review?

NEXT ACTION WITHIN 24 HOURS

DO NOT REOPEN UNTIL

RECONSIDER ONLY IF NEW FACT APPEARS

7-Day Decision Closure Tracker

Score: 0 = Closed 1 = Reopened mentally 2 = Switched without a material new fact

DAY	SCORE	WHAT TRIGGERED IT?
1		
2		
3		
4		
5		
6		
7		

Discomfort is information. It is not always instruction.