







## Six Thinking Hats Worksheet

- For instructions about Six Thinking Hats, visit <http://www.mindtools.com/rs/SixHats>.
- For business decision-making, visit <http://www.mindtools.com/rs/DecisionMaking>.
- For more business leadership skills, visit <http://www.mindtools.com/rpages/HowtoLead.htm>.

Thinking Hat	Focus	Insights
	<ul style="list-style-type: none"> <li>• Available data</li> <li>• Past trends</li> <li>• Gaps in the data</li> </ul>	
	<ul style="list-style-type: none"> <li>• Intuition</li> <li>• Gut reaction</li> <li>• Emotion</li> </ul>	
	<ul style="list-style-type: none"> <li>• The pessimistic viewpoint</li> <li>• Why might it NOT work?</li> </ul>	
	<ul style="list-style-type: none"> <li>• The optimistic viewpoint</li> </ul>	
	<ul style="list-style-type: none"> <li>• Creativity</li> <li>• Other ways of doing things</li> </ul>	
	<ul style="list-style-type: none"> <li>• Process control</li> </ul>	

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