

## THINKING HATS

- White Thinking Hat
- Red Thinking Hat
- Black Thinking Hat
- Yellow Thinking Hat
- Green Thinking Hat
- Blue Thinking Hat

- **White Thinking Hat**

1. Focus on available data.
2. Gather information from all possible sources regarding decisions.
3. Look at the gap in your knowledge and try to fill that gap.
4. Analyze past trends and learn from historical data.

- **Red Thinking Hat**

1. Look at the decision from emotional point of view.
2. Look at the possible emotional reaction of the people toward that decision
3. Look at those people who do not understand reasons or logic

- **Black Thinking Hat**

1. Look at the things pessimistically.
2. Look at all possibilities of failures related to that decision.
3. Look at possible outcomes of those failures.

- **Yellow Thinking Hat**

1. Look at things positively.
2. Look at all possible benefits and advantages of that decision.
3. Look at the decisions optimistically

- **Green Thinking Hat**

1. Look at any new creativity as a result of that decision.
2. Look at the possible changes which the decision can bring in the existing situation.
3. Look at those possible changes carefully both optimistically and pessimistically.

- **Blue Thinking Hat**

1. Look at the sustainability of decision.
2. Look at the future prospect of the decisions.