

# Mitigate Bias Practice Tool



You can start building your new habit by trying the behaviors and activities below.

**When participating in decision-making, remember to mitigate bias using:**



**Try this:**

Do less	Do more
✓ Stick with the status quo	^ Evaluate existing systems and processes
✓ Proceed with the first strong option	^ Ask, "What other options have we not yet defined?"
✓ Miss or ignore bias triggers	^ Write if-then plans to counter bias triggers

## Habit builder:



### Reflect:

Think about a recent group decision. Write down which **Do less/Do more** actions occurred. What might have been the situational triggers for the **Do less** behaviors?

---



---



---



### Expand:

Pick one **Do more** action you want to work on. Explicitly share your intent with someone else and what impact you hope it has.

---



---



---



### Practice:

Over the next week, practice your **Do more** behavior. Take note of situations in which you tried this and any impacts that were made.

---



---



---

## Team practice:



Focus on a decision you need to make this week. Individually, label the potential biases present, and identify the mitigation strategies you will implement. Share the situation and strategies with your team.