

Bias Spotting Checklist

A quick clarity tool for catching thinking traps before they shape your decision.

When information is incomplete, your mind fills the gaps with shortcuts. These shortcuts aren't flaws — they're natural patterns. But if you don't spot them, they can distort how you see your options.

Use this checklist whenever your decision starts to feel confusing or emotionally heavy.

THINKING TRAPS TO CHECK FOR

1. Anchoring Bias

Definition: The first piece of information you encountered is weighing more heavily than it deserves.

How it shows up: You keep comparing everything to one early comment, number, or assumption.

Self-check question:

"If I learned this information last instead of first, would I see things differently?"

2. Availability Bias

Definition: Recent, vivid, or emotional examples feel more true than they are.

How it shows up: One strong story (good or bad) is dominating your thinking.

Self-check question:

"Am I judging the whole based on the most memorable piece?"

3. Confirmation Bias

Definition: You're paying more attention to information that supports what you already believe.

How it shows up: You're finding evidence for one side and ignoring the other.

Self-check question:

"What would make me question my current assumption?"

4. Loss Aversion

Definition: The fear of loss is overshadowing the potential for gain.

How it shows up: Staying the same feels safer than moving toward something better.

Self-check question:

"Am I avoiding a path because of an actual loss... or the feeling of loss?"

5. The Illusion of Perfect Information

Definition: You're waiting for the moment when everything becomes clear.

How it shows up: You postpone decisions hoping clarity will magically appear.

Self-check question:

"What would I decide if I accepted that total certainty is not coming?"

6. Emotional Overweighting

Definition: Your current emotional state is influencing the entire decision.

How it shows up: When you're tired or anxious, everything looks negative; when hopeful, everything looks possible.

Self-check question:

"How would this look if I evaluated it when calmer or more rested?"

What I Learned From This Check

Use this space only if it feels helpful. A few honest lines are enough.

“Which biases showed up for me? What changes when I account for them?”



This checklist is a quick clarity tool — use it whenever you feel stuck, overwhelmed, or unsure why a decision feels harder than it should.

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