

STARTING OVER

PROBLEM SOLVING STEPS (Appendix)

1. State the problem accurately and simply.		
2. List everyone who is impacted by the problem (the “stakeholders”).		
3. Identify possible solutions below.		
4. List the major PRO and CON of each.		
__ Solution	PROs	CONs
_____	_____	_____
_____	_____	_____
_____	_____	_____
__ Solution	PROs	CONs
_____	_____	_____
_____	_____	_____
_____	_____	_____
__ Solution	PROs	CONs
_____	_____	_____
_____	_____	_____
_____	_____	_____
5. NUMBER THE SOLUTIONS above in order of preference.		
6. Apply the initial solution		
7. If it isn't working, select the next option.		