

## 8-STEP PROBLEM-SOLVING

**1. What Is the Problem? (*Describe It.*)**

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**2. Define the Problem in a Single Sentence.**

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**3. Why Do You Want to Solve this Problem? (*What negative effects are you experiencing?*)**

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**4. Imagine the Problem Is Solved. (*What positive effects do you anticipate?*)**

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**5. What Are Some Things You Could Do to Solve It? (*Brainstorm/gather information.*)**

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**6. Decide What You Are Going to Do. (*Create a plan.*)**

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**7. Implement the Plan. (*What did you do? How is it working?*)**

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**8. Adjust. (If necessary, modify your plan.)**

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**Further Thoughts or Insights?**

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