

Problem Solving Think Sheet

1

PROBLEM

What's the problem? Tackle one thing at a time.

“When a problem comes along, study it until you are completely knowledgeable. Then find that weak spot, break the problem apart, and the rest will be easy.”
~ Norman Vincent Peale ~

2

UNDERSTAND

What is causing the problem?

3

PLAN

Break it into parts and identify possible solutions.
Select the best option.

4

SOLVE

Take action and implement your decision.

5

CHECK

Did it work? Yes or no.