

## PROBLEM SOLVING

### Step 1: Problem Identification

Be as specific as possible – get to the real issue

Is it actually a problem or is that a distortion?

Is the problem in the present? Or the past?

Is the problem internal or external?

### Step 2: Brainstorm Solutions/Options

What have others suggested already that you have discounted?

List other ideas, no matter how unrealistic you view them.

- 1.
- 2.
- 3.
- 4.

Step 3: For each option list the Pros/Cons (consider any ways each solution would affect you, both positively and negatively).

OPTION 1: Pros

Cons

OPTION 2: Pros

Cons

OPTION 3: Pros

Cons

OPTION 4: Pros

Cons

Step 4: TAKE ACTION. Select an option. Try it out.

Step 5: If the results are not those expected and/or desired, try the next option and/or brainstorm additional solutions to try.