

PROBLEM SOLVING

What is the problem? Who does it involve? When does it have to be solved by?

What are some possible solutions? What are the pros & cons of each solution?

Possible solution	Pros	Cons	+ Willing to try ? Possibly willing to try - Unwilling to try

What is the best solution?

Implementing the solution:

- By when do you need to implement the solution?
- Does it involve anyone else? Do you need to discuss this with them?
- Are there any obstacles you may encounter?
- How can you overcome these obstacles?

After implementing the solution....What was the outcome? What have you learned? What can you do differently in the future?