

Problem Solving Procedure

"Problems are opportunities in disguise"

Define problem

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List all possible causes (at least 5)

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Consult & list references (people and published papers)

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List all possible solutions (at least 5)*

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Evolve best solution (establish objectives)*

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Define objective

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Detail action to implement objective (list major tasks)

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Notify all parties concerned (O: Delegate O: Delegated ☒: Completed)

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Implement Objectives (Solution)

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* When approaching these points use the following modes separately and independently:

- Diverge / Converge
- Defensive / Aggressive
- Optimistic / Pessimistic
- Attack / Retreat
- Scientific / Creative