

1. Write down the problem

Write down the problem clearly and objectively. What would it look like if someone took a picture and described the situation?

2. Write down your goals

What are you trying to achieve? Is your goal realistic?

3. Come up with solutions

Write down as many solutions as you can think of. Be creative and go for as many as you can.

4. Compare solutions

Pick your top four solutions and compare the pros and cons.

Solution A

Solution B

Solution C

Solution D

Pros

Does this achieve your goal? Are you likely to follow through?

Cons

What are the drawbacks of this solution?

5. Pick and plan for your solution

Pick something to try. How will you make sure you follow through? What are the small steps you need to take? What might get in the way?

6. Do it & 7. Evaluate

Now do your solution! How did it go? Would you do things differently if you could?

