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| **Problem Identification**  What is the problem you want to try and solve? |
|  |
| **Solution Identification**  What solutions are there? Don’t reject any at this stage no matter how silly it may seem! |
|  |
| **Strengths and Weaknesses Analysis**  What are the strengths and weaknesses for each solution? Use Worksheet B for these. |
| **Solution Selection**  Using your strengths and weaknesses, pick a solution. |
|  |
| **Plan**  What steps will you need to take for your solution? |
|  |
| **Implementation**  Do it! Use worksheet C to keep a record of exactly what you did. |
| **Review**  How did it go? Use worksheet C to review how well it worked. |

***Worksheet B***

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| --- | --- | --- |
| **Strengths and Weakness Analysis** | | |
| **Solution** | **Strengths** | **Weaknesses** |
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***Worksheet C***

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| **What did you do and how did it go?** |
| **Implementation**  What did you do? Write below exactly what you did. |
|  |
| **Review**  How did it go? Write below how well your solution worked. |
|  |