**6 Step Problem Solving Process:**

1. Recognize The Problem: (What is the problem? What are you trying to achieve?)
2. Gather Information About the Problem: (What kind of information do I/we need to solve this problem?)

1. Brainstorm and list possible actions you can take.
2. Evaluate the Possible Actions: What the pros and cons of each one?

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| **ACTION** | **PROS** | **CONS** |
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1. Select the best actions for you to take (you can choose more than 1). List the ones you selected and explain why you chose them.
2. Implement the actions(s) you have chosen (put them into action/do it).