

# Problem Solving

- Identify The Problem
- Analyze The Problem
- Identify The Alternatives

**Package #1**

## 1) IDENTIFY THE PROBLEM

- 1a: Is the problem explained so that *anyone* may understand it?
- 1b: Note any unexplained or unclear terms.
- 1c: Is the importance and/or uniqueness of the problem explained?
- 1d: Correct and/or note any mechanical errors.
- 1e: Make additional suggestions for improvement.

## 2) ANALYZE THE PROBLEM

- 2a: Note how the problem is broken down; is it logical?
- 2b: Is every component of the problem examined?
- 2c: Is the problem logically divided into areas that can or cannot be solved?
- 2d: Is the established goal realistic AND challenging?
- 2e: Correct and/or note any mechanical errors.
- 2f: Make additional suggestions for improvement.

## 3) IDENTIFY THE ALTERNATIVES

- 3a: Are all the alternatives listed AND clearly explained?
- 3b: Note points which may need clarification.
- 3c: Is every viable alternative being considered? If not, make suggestions for new considerations.
- 3d: Correct and/or note any mechanical errors.
- 3e: Make additional suggestions for improvement.

**IMPORTANT  
NOTE:**

The most successful evaluations occur when the reader takes the point of view of someone who has absolutely no knowledge of the material beforehand. In this way clarity is emphasized and communication gaps are easier to identify.