



# STRUCTURED Problem Solving



SEASONS  
OF SELF

DATE:

## Step 1:

What is the problem?

Write down exactly  
what you believe to be  
the main problem or  
goal.

## Step 2:

List all possible  
solutions.

Put down all ideas, even  
the bad ones.

## Step 3:

Consider each possible  
solution.

Pros and Cons for each  
one.



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## Step 4:

Choose the best or most practical solution.

One that feels achievable, and can be carried out.

## Step 5:

Plan how to carry out the best solution.

List step by step plans on how you plan to implement the solution.

## Step 6:

Record progress.

Revise your plans if necessary.