



Problem Solving

1. Identify the problem and its cause.
2. Ask for feedback about the problem and brainstorm potential solutions.
 - a. In addition, if necessary, ask for help, seek out mentors or colleagues, and/or conduct research to find answers.
3. Make a list all of the possible solutions.
4. Evaluate the pros and cons of each potential solution, including but not limited to how each one compares in the following categories:
 - a. Short- and long-term costs;
 - b. Time factors;
 - c. Expertise needed;
 - d. Responsibility or oversight required for the solution;
 - e. Potential risks and rewards; and
 - f. Feasibility
5. Prioritize the best solutions.
6. Request additional feedback.
7. Decide on a potential solution.
8. Develop an implementation strategy that includes but is not limited to:
 - a. Defining goals and setting benchmarks;
 - b. Developing and setting a budget;
 - c. Creating time frames/deadlines; and
 - d. Delegating and defining roles; that is, which person(s) will be responsible for what duties to solve the issue(s).
9. Determine the next step:
 - a. Execute the plan for the solution; or
 - b. If the plan is not possible, pivot by starting at #3 above.
10. Evaluate the results and adjust if needed.
11. Your SBDC consultant can be a resource for potential solutions, feedback, feasibility, analysis, and more. Contact us: IdahoSBDC.org

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