### Problem Solving Process

1. Take Responsibility for solving the problem
2. Define and State the Problem (Note: There may be several interrelated issues; if there are too many, you may want to use multiple processes.)
3. Define the Rewards for Resolving, and the Consequences for Not Resolving
4. Define the Obstacles that you Know of or Anticipate
5. Set High-Level Goals for Resolving the Problem (Dates and Desired Outcomes)
6. Form the Problem Solving Team
7. Brainstorm Alternatives
8. Gather Information
9. Evaluate Alternatives
10. Make the Decision
11. Secure Commitment for the Decision
12. Implement the Decision
13. Evaluate the Results