

# PROBLEM-SOLVING IN A ZAP!

Have a problem? No problem! Follow these steps and **ZAP!** it away. You'll feel better AND you'll have a solution to whatever is holding you back. Use the example to help you use this tool.

PROBLEM What problem do I have to solve?	FEELING How is my problem making me feel?	STRATEGY What strategy will help me solve the problem?	SOLUTION How will I apply the strategy to my problem?
I am not able to figure out what assignment to do first.	I am feeling overwhelmed and stressed.	I will use a checklist or to-do-list to help me stay organized.	I will complete 3 items on my list every day.