

Problem Solving Process Top Doc

You will encounter problems your entire life. Most people can complete simple processes or tasks, but if that is all they can do, then they won't provide a lot of value to an employer. Many people, when presented with a challenge, give up quickly because they haven't developed the skills necessary to persevere. People who can't persevere aren't very valuable to an employer either.

People who can apply knowledge, who can solve problems, and who don't give up are a very valuable resource in the world. The steps below, if you practice them, will help you in math, in other classes, and long after you finish your education!

1. Break the problem down into small parts. If it is a written problem, break the problem apart sentence by sentence. If you can, highlight the key concepts, words, and phrases.
2. Write down everything you know.
3. Write down what you don't know. Often what you don't know is what you are looking for (the answer, the solution).
4. If there is a formula, write it down and plug in what you know.
5. Organize your thoughts. Take a moment to look over everything you've written down. Think about what you are trying to accomplish. Is something missing? Are you ready to move on?
6. Formulate a plan to solve your problem. There are many problem-solving strategies you can employ. If the first one doesn't work DON'T GIVE UP, try another one!
7. Solve your problem!

Practice this process like you practice playing your favorite sport, like you practice playing your instrument, or like anything else that requires training to excel.

Set yourself apart!
Don't quit. Persevere!
Make yourself valuable!