

ONE PAGE SUMMARY

Lifestyle & Hobbies > Personal Development > Problem Solving

Beginner lessons for Problem Solving

Master Problem Solving with Simple Steps!

DEFINITION

Problem solving is the process of finding solutions to difficult or complex issues. It involves identifying the problem, generating options, and implementing solutions.

KEY CONCEPTS

Identify the Problem

Clearly define what the problem is to understand what needs to be solved.

Generate Solutions

Brainstorm multiple potential solutions without judging their feasibility at first.

Evaluate Options

Assess the pros and cons of each solution to determine the best course of action.

Implement the Solution

Put the chosen solution into action and monitor its effectiveness.

Review and Reflect

After implementation, evaluate the outcome and learn from the process for future problems.

EXAMPLES

- Deciding how to manage time for studying and leisure activities.
- Finding a way to resolve a conflict with a friend.
- Choosing the best route to avoid traffic on your way to work.

MEMORY TIPS

- ★ Use the acronym IDEAL: Identify, Define, Explore, Act, Look back.
- ★ Visualize a flowchart to map out the problem-solving steps.
- ★ Think of problem-solving like a puzzle: find the pieces that fit together.

COMMON MISTAKES

- ✗ Rushing to a solution without fully understanding the problem.
- ✗ Ignoring the evaluation of options before implementation.
- ✗ Failing to reflect on the outcome after solving the problem.

QUICK RECAP

Problem solving involves identifying a problem, generating and evaluating solutions, and implementing the best one. Always remember to review the outcome to improve your skills for the future.