



# Solution Finder Tool

This tool can help you take time to consider your options and identify a solution that is realistic and suitable for the difficulty or obstacle you are currently experiencing. This tool can be used at any time to help you get back on track.

## Step One

Identify what it is that you are struggling with. It might be helpful to break this down into smaller or shorter points and then decide which needs to be actioned first.

## Step Two

Write as many ideas down that might help to solve the above difficulty or problem, no matter how 'out of the box' or silly it might appear. Don't dismiss any potential options.

## Step Three

Consider the pros and cons of each possible solution identified above. It might help to rate how important that pro or con is, to help you with finding the best solution.

## Step Four

Choose one of the solutions you have identified, based on your pros and cons and what is likely to work.

## Step Five

Plan out, step-by-step, what you will do to carry out the solution you have identified. What resources will you need? What will you do? When? How? With whom or what? If you are aware of any obstacles, how will you overcome these? Is it realistic and achievable?

## Step Six

Carry out the plan!

## Step Seven

Review. How did it go? Was it helpful to overcome your difficulty or problem? Did you achieve what you set out to? If not, how could you have done things differently? Think now, what progress did you achieve towards your goal? (however small). What have you learned?

## Step Eight

If you achieved your goal, consider tackling the next step of your original difficulty or problem. If you didn't achieve what you set out to. Make adjustments to your chosen solution. Alternatively, return to steps three and four to choose another possible solution. Remember, don't give up!