



Problem Solving

If you're dealing with any problem, which has been difficult for you to resolve or reach a definite resolution, you can use this worksheet to gain more clarity. The method entailed can be applied in any area of your life like academics, relationships, or any choice/decision that you need to make.

Follow these steps:

1. Define the problem:

What exactly is my problem?

Put down your concern in a clear and detailed manner.

(eg. Should I join this new club?) (eg. Should I break-up with my partner)

2. Write down all the possible solutions:

What are all my options?

Make an exhaustive list of all the ways that you can resolve the problem. You could also think about what has helped you in the past with similar concerns and put that down.

(eg. Apply and join the club/ Don't join it) (eg. No/ Yes)

3. Evaluate your options:

What are the pros and cons of each?

While you write down points for each, ensure that they are as objective as possible.

Option	Pros	Cons
Apply and join the club	Get to meet new people; been wanting to make new friends Activities seem interesting Will have something to look forward to	Feels very overwhelming right now If I don't like the work/enjoy the activities, will regret joining Will have to manage time well
Don't join it	Will have more free time Can always leave later	May eventually regret not trying it out Will lose out on opportunities to learn and grow



Option	Pros	Cons
<i>Yes, I should break up.</i>	<p><i>Feel like this relationship is holding me back</i></p> <p><i>It drains me currently</i></p>	<p><i>Feels very overwhelming right now but can get better</i></p> <p><i>What if I regret it?</i></p> <p><i>So used to be being together</i></p>
<i>No, I should not break up.</i>	<p><i>Have invested a lot already. If things get better later, it'll be good</i></p> <p><i>won't have to deal with the difficult emotions after separating</i></p>	<p><i>May continue to feel stuck and have more fights</i></p> <p><i>The bad times may outnumber/outweigh the good</i></p>

4. Choosing one option:

What will work best for me?

Based on the points you've written, make a choice about what seems to be the most effective, suitable way forward.

I'm going to....

It is possible that making a choice at this stage feels difficult. Maybe you can take a pause right now, think and come back to this a little later. A small break or time away can sometimes help get clarity.

It can also be beneficial to think if some additional information, resources, or assistance would help at this stage. What do you think is a barrier and what can help?

- This is a problem I can solve by myself and simply need more time.
- I think I need some more information/other resources. *(if yes, where can I plan to get these from...)*
- I think I need some additional help with this. *(if yes, these are people I can get help from...)*

5. Implement your choice:

How can I put this into action?

Now that you've made a decision, it can be helpful to make a plan to implement the same. Break it down into small steps so that it is easier to follow.

I will...

- *First,*
- *Then,*
-
-



6. Make an evaluation:

Once you've followed through with the steps you made, assess if you've achieved what you wanted to.

- *Did this work for me?*
- *What can I do differently?*

Don't give up if it hasn't worked out. Check if something else can be tried.

If you need support to deal with your concern, don't hesitate in reaching out to the Student Wellness Centre!