

## Clarify the Problem

## Gather Data

Write the **Goal/Wish/Challenge** that you want to make happen. Use the phrase: "It would be great if..." or "I wish..."

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To **Gather Data** about your **Goal/Wish/Challenge** write down your answers to the questions below. These questions are designed to give you a **clear picture of the situation surrounding your Goal/Wish/Challenge**. Write down a response to the question even if you think the response is obvious. By writing down those obvious responses, you free up your mind to generate more information about your situation.

1. What is a brief history of your situation?

2. Who is involved?

3. Why is this a concern for you?

4. How might this be an opportunity for you?

5. What have you already thought of or tried?

6. What are your gut feelings about this situation?

7. How are your feelings affecting your behavior?

8. When does this situation seem to occur?

9. What might be your ideal outcome or your ideal goal for dealing with this situation?

Review the information you just wrote about your goal/wish/challenge. Mark the key data that reveals a new insight into the situation or that is important for you to consider throughout the remainder of the CPS process.

