

PROBLEM TREE ANALYSIS TEMPLATE

Guidance:

The problem tree analysis activity can be used to collectively brainstorm and unpack root causes and downstream effects of a particular problem.

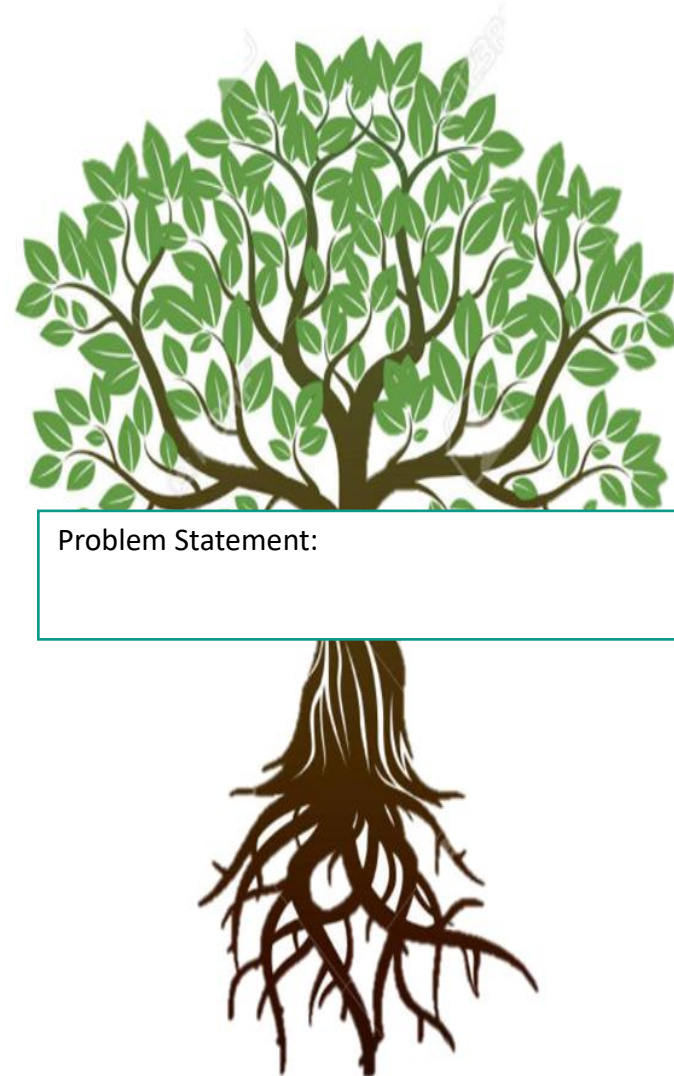
Start by coming up with a clear, concise statement of the problem, and write it into the "Problem Statement" placeholder in the middle of the tree.

Then, silently (for about 3-4 minutes) brainstorm as many causes of this problem statement as you can -- the bottom part of the tree (the roots).

Don't discuss your ideas on the causes yet! Move to silently brainstorm (for another 3-4 minutes) as many effects of this problem statement as you can -- the top part of the tree (the leaves).

Then discuss the brainstorm as a group and try to consolidate duplicate ideas where possible.

You might also consider prioritizing the top 3 causes and the top 3 effects from your group brainstorm.



Effects of the problem:

Type here...

Problem Statement:

Root causes of the problem:

Type here...

BULLSEYE DIAGRAMMING TEMPLATE

Guidance:

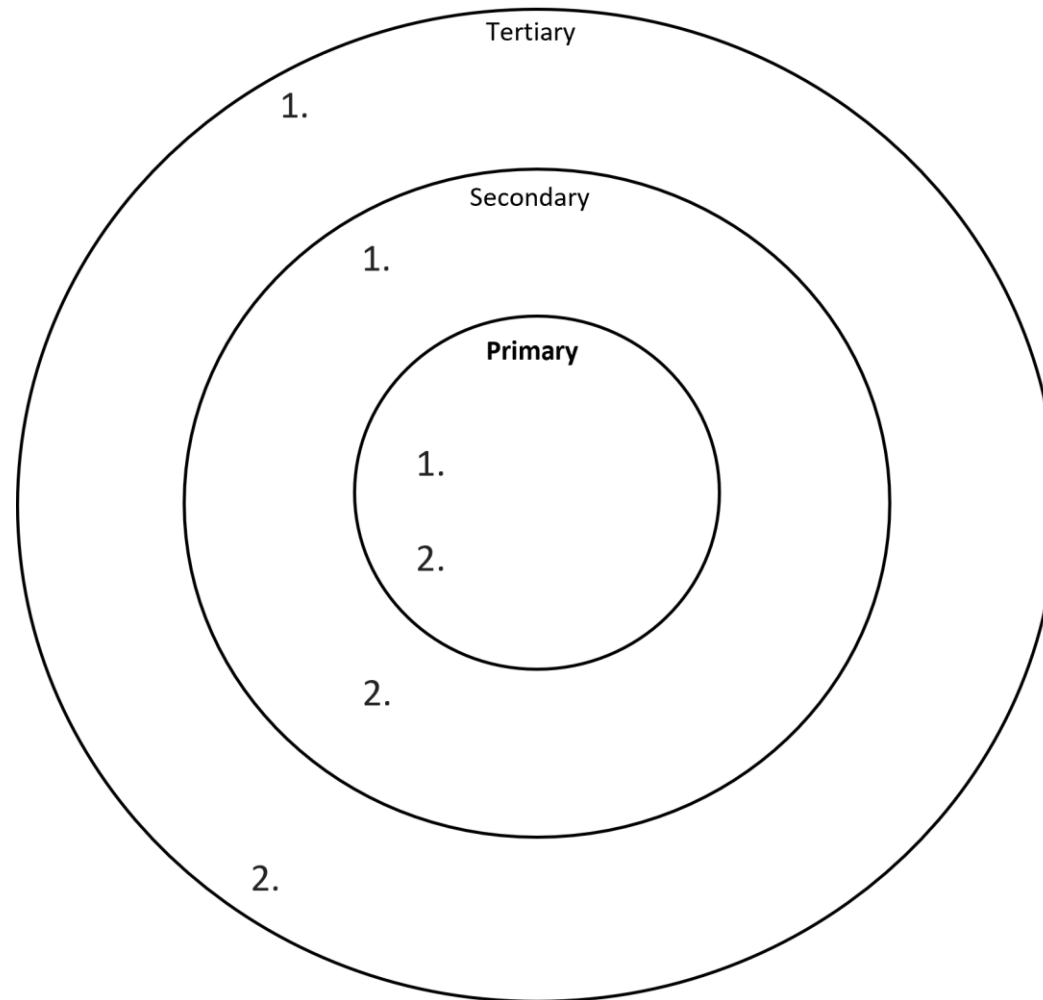
To setup the bullseye activity, your team will need to identify the existing set of issues, problems, or opportunities that you are considering. To keep this feasible, consider working with about a dozen or less issues.

List each issue, problem, or opportunity in the box.

Then, begin a discussion as a team working to prioritize the top 1 or 2 issues, which may be placed into the inner-most circle (primary)—type it in.

Up to 2 additional issues may be placed into the middle circle (secondary)—type it in.

Finally, an additional 2 issues may be placed into the outer circle (tertiary)—type it in. Selecting these issues for placement on the bullseye should be discussion-based toward reaching consensus.



List the existing setting of issues for consideration (8-12):

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-
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ABSTRACTION LADDERING TEMPLATE

Guidance:

Begin this activity by agreeing as a group on your primary statement of the problem to solve or the opportunity at hand (e.g., redesign our assessment/intake approach).

Then, work together as a group on the TOP part of the ladder first, starting with the 1st rung of the ladder - brainstorm answers to the question: Why is this important?

Then, move to the 2nd rung of the ladder and brainstorm the same question again in the 2nd rung of the ladder, in light of the group's answers to the question the first time around.

Finally, move to the 3rd rung of the ladder and brainstorm an additional round of answers to the Why question. Take some time to process what clarity the group may have gained through this exercise.

If necessary, you can add more rungs to the ladder, up to 5 if helpful. Then, repeat the same process on the lower-half of the Abstraction Ladder -- focused on the How questions.

3	Type text here...	Type text here...	Type text here...	Type text here...
2	Type text here...	Type text here...	Type text here...	Type text here...
1	Type text here...	Type text here...	Type text here...	Type text here...
Write out your problem/opportunity statement here:				
1	Type text here...	Type text here...	Type text here...	Type text here...
2	Type text here...	Type text here...	Type text here...	Type text here...
3	Type text here...	Type text here...	Type text here...	Type text here...

WHY is this important?
WHY should we focus on this?

HOW might we do this?