

TRAINING ACTIVITY “ACTION PLAN”

ACTIVITY DESCRIPTION

Class participants will identify problems and go through a step by step process for problem solving.

Instructions:

- ?? Have the class take out a blank piece of paper.
- ?? Instruct them to write one problem that they need to address when they get return to work at the top of one page and another problem at the top of the back page.
- ?? Instruct the class to list at least two very general ways in which these problems can be accomplished. Caution everyone to be very general at first.
- ?? Then instruct the class to write down how they will implement their plan to get the task accomplished.
- ?? Instruct them to write down how they will evaluate whether or not they were successful.
- ?? Facilitate discussion on whether or not this identified a simple method of planning and whether or not it provided a starting place for tackling problems.

KEY LEARNING POINTS

This activity will challenge the learner to formulate a plan of action for solving problems.

VARIATIONS

- ?? Can be done as a group activity.

RESOURCES NEEDED

- ?? Paper and writing instruments

SOURCE

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