

Statement of Problem

State the Problem

Here in this section, you can describe the issue(s) with brief details that easier to understand what problem is? where, how, when, and who had the problem. Usually, two to three sentences are enough for the describing the issue. The details should be enough specific and focused. ✍

Answer - Does / Does Not

Actually, the problem statement may outline the issues occur in the business. It may describe the problem with specific statement. Naturally, the series of question will be raise to makes easier to get answer in state sentences. Most of the businesses are using the 5W technique to get at root of the cuases of problem. ✍

Who, What, When, Where

A good statement of of problem should answer the 5 W's:

Who: Target specific groups, organization, individual.

What: Describe the problem with specifically.

When: Detailing of issue - when was started, and when it expecting to solve on.

Where: Specific location where problem occur.

Why: Why is it important that we fix the problem?. ✍

Re-state the Problem

After the entire exercise, obviously you may find some extra key point which will be indicate the real causes and actual problems. Now you can re-state the problem statement for better understanding through deep investigation. ✍

GAP

The statement of problem must discuss the gap between the existing performance level, and the expected perform level. Even you have to measure the gap and potential solution to minimize consequences with negative impacts. ✍

Focused on the problem (2 to 3 Sentences)

Now it is time to polishing your problem statement with systematic way. Look all the sentences very closely, if you get anything that unrelavent you can remove it. The contents in the statement of problem should specific, measureable, and concise. ✍

Final Problem Statement

Actually, the entire process in this template help you to make your problem statement enough polising, concise, and accurate. The statement of problem is the backbone of final proposal, hence it should be well-defined. Here in this section, you can describe your final problem statement for further actions. ✍