## MODULE 2. COACHING TOOLS



## **WORKSHEET 9.**





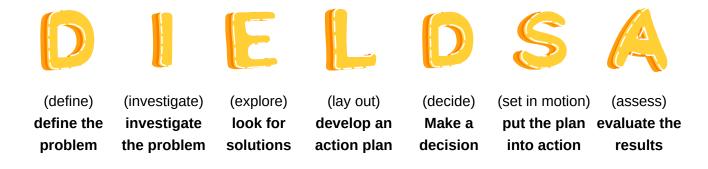






## **WORKSHEET 9.**

The DIELDSA method is a structured approach to problem solving and decision-making. The name DIELDSA is an acronym, where each letter stands for the next step of the process:



The first step in the DIELDSA method is to precisely define the problem you want to solve. It is important to understand the essence of the problem and determine its scope.

Write down the problem you want to solve.



Think and answer the following questions:

0	What exactly is the problem?
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0	What are the symptoms of the problem?
0	Why is this issue important?
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Onc	e you have defined the problem, consider:
0	Is the defined problem clear and specific?
0	Have you considered all relevant aspects of the problem?

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The second step is to thoroughly investigate the problem to understand its causes and context. It is worth collecting as much information and data as possible.

Record all available information and data regarding the problem.

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0	What are the consequences of the problem?
0	Who is involved in the problem?

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After examining the problem, consider:

0	Do you have enough information to understand the problem?
0	What additional information may be needed?
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	third step is to explore possible solutions to the problem. worth considering different approaches and ideas.
Write	e down all possible solutions to the problem.
0	What are the advantages and disadvantages of each solution?



0	What are the costs and benefits of each solution?
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Afte	r searching for solutions, consider:
0	Which solutions seem the most promising?
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0	Have you considered all possible options?
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The	fourth step is to develop a detailed action plan that will help

implement the selected solution.

Write down a step-by-step action plan.



0	What are the key stages of the plan?
0	What resources will be needed to implement the plan?
0	Who will be responsible for each stage?
Onc	e you have developed your action plan, consider:
0	Is the plan realistic and feasible?
0	Have you included all necessary resources and people involved?



## The fifth step is to decide on the best solution and action plan.

Analyse all available solutions and choose the best one.

0	What criteria were most important when choosing a solution?
0	Are you sure about your decision?
Onc	e you've made your decision, consider:
0	Is the decision well justified?



O Have you considered all key factors?	
	sixth step is to implement the selected action plan. Start lementing the plan accordingly
	e a schedule is developed, monitor progress and solve any lems you encounter.
Onc	e you've put your plan into action, consider:
0	Is the plan being implemented as expected?
	What difficulties did you encounter and how did you solve them? final step is to evaluate the results and effects of the emented action plan. Collect data and information regarding lits.
Ans	wer the following questions:
0	Did the plan bring the expected results?
0	What conclusions can you draw for the future?
0	What went well and what could be improved?
0	What lessons did you learn from this process?
The	DIELDSA method is an effective tool for problem solving and

The DIELDSA method is an effective tool for problem solving and decision-making. By using it step by step, you can thoroughly understand the problem, find the best solution and implement it effectively.