

# Record Your Plans and Solutions



Planning Worksheet	
Determine and define the problem(s).	
What needs to be changed?	
<input type="checkbox"/> Equipment <input type="checkbox"/> Environment <input type="checkbox"/> Approach <input type="checkbox"/> Task	
Create the solution.	How can I proceed with making the necessary changes?
Schedule the activities required.	Organize a schedule.  Prioritize the activities!
Did my solution work?	Evaluate What Went Wrong or Right