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SOFT SKILLS AS A TOOL FOR CREATIVITY IN RURAL AREAS PROJECT 2020-1-FR01-KA204-079841



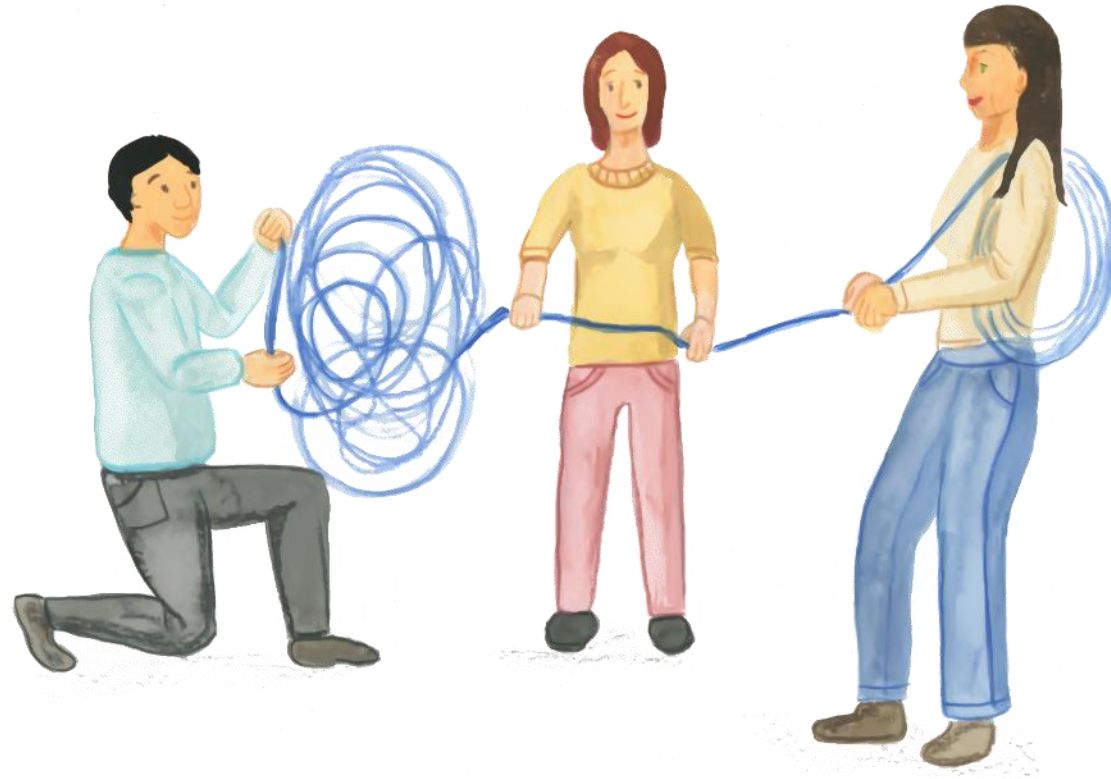
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PROBLEM SOLVING



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PROBLEM SOLVING

Main aim of the module

Learn the importance of problem-solving skills and how to develop those skills in order to solve difficult circumstances effectively.

Objectives of the module

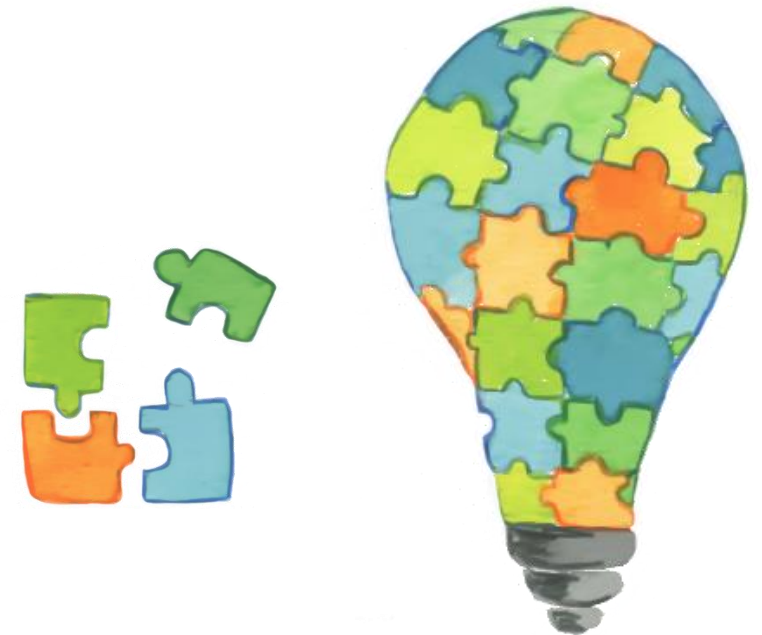
- Learn the meaning of problem solving.
- Know what are the skills required to solve problems.
- Learn how problem-solving work effectively.



Why do we need problem solving skills?

According to Kepner-Tregoe, «problem-solving is important both to individuals and organizations because it enables us to exert control over our environment».

We are challenged to face problems and handle difficult situations everyday of our lives, so we better have an asset of skills that enables us to cope with these specific complex scenarios.





Defining concepts

Problem
solving



It is the ability to solve novel, ill-defined problems in real-world settings. This skill has to do with the acquisition of the mental elasticity to solve problems we have never seen before while being able to solve them in a landscape that is constantly changing and getting more complex.



How to solve problems effectively?

According to PhD J Ryan Fuller, «in order to solve problems effectively, we need to give ourselves the best chance of doing so»:

1. First of all, we need to **set aside time**. Problem-solving cannot be done on the run. We need to give it enough time and attention to really benefit from it.
2. Second, we need to deal with only **one problem at a time**.
1. Third, it is usually easier to tackle a problem by **writing it down**.





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Which skills are necessary to solve problems?

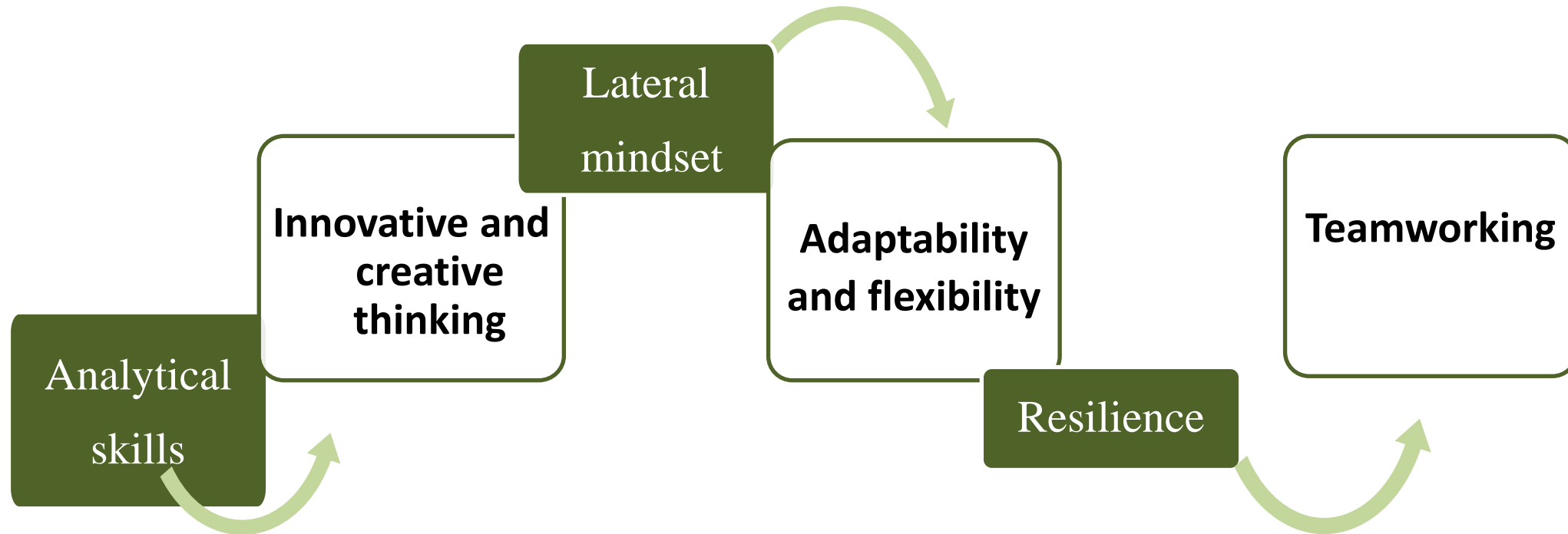


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Which skills are necessary to solve problems?

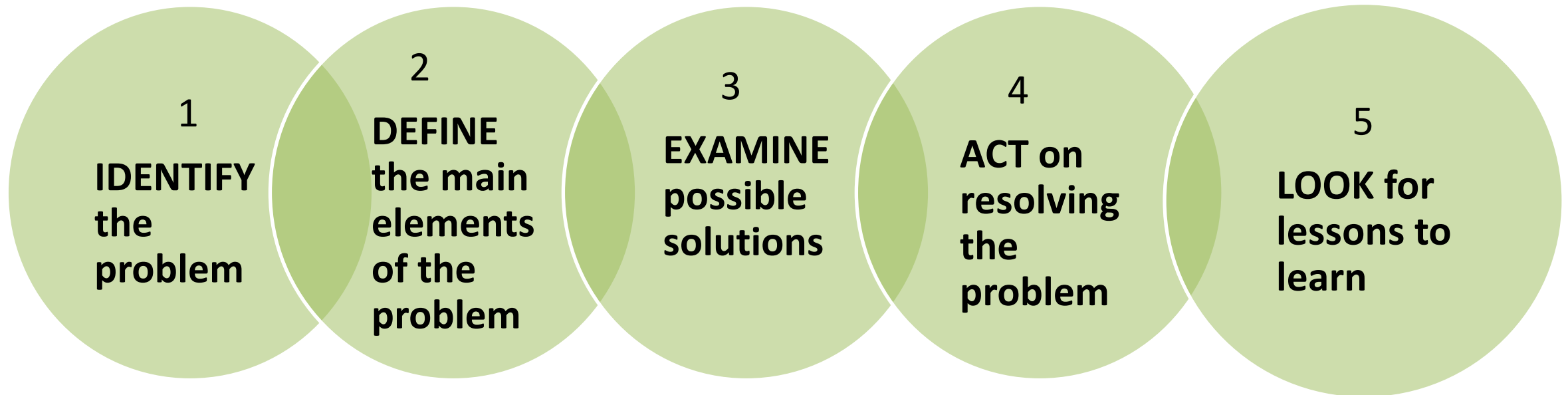
The company Target Jobs includes the following:





How to learn Problem-solving?

According to Rafis Abazov, here is how you can make the most of your time
to improve your problem-solving skills:





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1

IDENTIFY the problem

As Albert Einstein once said: “The formulation of the problem is often more essential than its solution”.





2

DEFINE the main elements of the problem

Break down the problem into small pieces, or smaller and more manageable parts by defining the main elements of the problem.





3

EXAMINE possible solutions

An important part of this step of the problem-solving process is to create logical links between different potential solutions, thus reinforcing solutions and creating synergies.





4

ACT on resolving the problem



Decide on a plan
and
implement it.





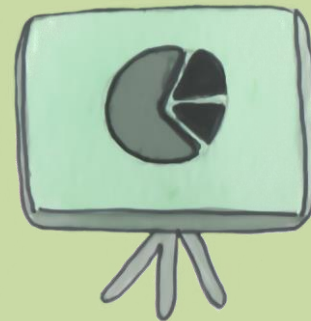
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5

LOOK for lessons to learn

Evaluate the outcomes.





1 Select the right answer

- a) Problem solving has nothing to do with organisations. Despite their differences, adaptability and flexibility are synonyms.
- b) Problem solving is a skill that we can only put in practice in particular complex situations.
- c) Problem solving is important because it enables us to exert control over our environment.



Write down True or False next to the following sentences

- a) Problem solving do also have to do with flexibility since it consists of the acquisition of mental elasticity to solve problems we have never seen before.
 - b) The faster we solve a problem, the better.
 - c) Resilience is among the required skills to solve problems.
- d) Deal with more than one problem at a time and multitask with dealing with problems is advisable to make the problem-solving process more effective.



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3 Circle the correct items

Among the skills necessary to solve problems are:

- a) Analytical skills
- b) Teamworking
- c) Time management
- d) Work under pressure
- e) Adaptability and Flexibility



List the 5 phases proposed by Rafis Abazov to improve your problem-solving skills



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ANSWERS

1. C
2. a- TRUE b- FALSE c- TRUE d- FALSE
3. A-B-E
4.
 - Identify the problem,
 - Define the main elements of the problem,
 - EXAMINE possible solutions,
 - Act on resolving the problem,
 - Look for lessons to learn.



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