

Problem Statement Worksheet

Previous Year's Problem Statement: _____

Evaluate your previous year's Problem Statement according to the following criteria:

Criteria	Y/N
Verified by facts/data	
Written objectively	
Uses concise language	
Includes specific details (who, what, when, where)	
Focuses on a single, manageable issue	
Has relevance to our campus	
Avoids causation or assigning solutions	

Using your available data and the criteria above, craft a new problem statement for the persistent problem identified. *This problem statement is meant to be included in your current improvement plan.*

Current Problem Statement: _____
