General Information
  o Date 11/15/04
  o Problem-solving Team Members:
    ▪ Ray Chang – Classroom Teacher
    ▪ IQ Weschler – School Psychologist
    ▪ Deb Frizzle – Resource Specialist
    ▪ Norm Chompsky – Speech Language Pathologist

Identify the Problem
  o State Problem
    ▪ Benjamin is not completing his assignments in a timely manner
  o Accurate and specific description of the problem
    ▪ Students are expected to complete assignments either in class or before next class period
    ▪ Most students complete their assignments in the given amount of time
    ▪ Benjamin doesn’t seem to be keeping up with his peers
    ▪ He continues to have trouble following directions and completing assignments
    ▪ His comments during class discussions are often off topic
    ▪ He is often caught daydreaming
    ▪ Benjamin’s parents are aware and share these concerns
  o Examine relevant documentation
    ▪ Mr. Weschler observed the other day and completed a frequency chart that showed Benjamin on task 80% of the time. This has risen from 20% since Benjamin was moved to another part of the room.
    ▪ School records give no evidence of difficulties with learning
  o Define the problem and state an objective (an explicit positive statement including desired behavior) – Generate Hypotheses
    ▪ Benjamin needs to complete his assignments in the given amount of time

Generate Solutions
  o Alternative Solutions
    ▪ Keep Benjamin in for recess to finish his work
    ▪ Keep Benjamin after school to finish his work
    ▪ Implement a positive reinforcement plan
    ▪ Create a behavior chart with positive reinforcement
    ▪ Implement a self timing routine – using a timer
- **Select a Solution**
  - **Criteria for selection and rejection**
    - Motivating for Benjamin
    - Positive in nature
    - Easy to implement
  - **Rating Scale**
    - Yes, maybe, no
  - **Summarize – Elaborate – Evaluate each solution**

<table>
<thead>
<tr>
<th>Summarize solutions</th>
<th>Elaborate - tasks to be completed, pros and cons</th>
<th>Evaluate Rating</th>
</tr>
</thead>
</table>
| Keep Benjamin in for recess to finish his work | § Ensure someone was in the room during recess to assist and monitor Benjamin  
§ This may become rather frustrating for Benjamin  
§ There is no guarantee Benjamin will finish during recess, may become more distracted | No |
| Keep Benjamin after school to finish his work | § Parents would have to come pick him up  
§ Teacher would have to stay late  
§ A set schedule would need to be created  
§ Benjamin may not always have work on days he is staying | No |
| Implement a positive reinforcement plan | § Need to find out what really motivates Benjamin  
§ Mr. Chan has already been fairly encouraging towards Benjamin and there is no increase in rate of production | No |
| Create a behavior chart with positive reinforcement | § Create a chart  
§ Identify a goal Benjamin would like to work towards  
§ Continue positive reinforcement  
§ Requires a lot of record keeping | Maybe |
| Implement a self-timing routine – using a timer | § Find a timer  
§ Set initial time well within success range  
§ Benjamin like to race so this should be highly motivating  
§ Does not involve a lot of record keeping | Yes |

- **Select best solution**
  - The use of a timer to encourage Benjamin to finish his work in a set amount of time.
- **Implement the Solution**
  - **Desired outcome**
    - Benjamin would regularly complete his work in a timely manner
  - **Evaluate criteria**
    - Number of days Benjamin “beat” the timer and completed his work

- **Develop Action Plan and Monitoring Plan**

<table>
<thead>
<tr>
<th>Tasks</th>
<th>When</th>
<th>Who</th>
<th>Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Find a timer</td>
<td>Today</td>
<td>Deb F</td>
<td></td>
</tr>
<tr>
<td>Preset the timer and describe the challenge to Benjamin</td>
<td>Tomorrow</td>
<td>Ray</td>
<td></td>
</tr>
<tr>
<td>Set goal for number of days to “beat” the timer</td>
<td>Tomorrow</td>
<td>Ray and Benjamin</td>
<td></td>
</tr>
<tr>
<td>Create goal charts to document time and success</td>
<td>Today</td>
<td>Deb F</td>
<td></td>
</tr>
</tbody>
</table>

- **Evaluation Date**: ___December 19, 2004____

- **Evaluate the Solution**
  - **Evaluation criteria and desired outcome**
    - Benjamin has meet his goal more than 80% of the time
    - Time set on timer is no more than time given for the rest of the class

- **Examine Collected Data**
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- **Effectiveness of current solution:**
  Complete Success, Partial Success, Unsuccessful

- **Notes:**
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- **Next steps:**
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Problem Solving Worksheet

problem identification

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