

1. **Identify the problem**  
The first step in the problem-solving process is to identify the problem. This involves understanding the situation, gathering information, and determining the specific issue that needs to be addressed.

2. **Analyze the problem**  
Once the problem is identified, the next step is to analyze it. This involves breaking the problem down into smaller, more manageable parts and identifying the underlying causes and contributing factors.

3. **Generate solutions**  
The third step is to generate potential solutions. This involves brainstorming ideas, considering different perspectives, and evaluating the feasibility and effectiveness of each option.

