Introduction

What?

Questions are crafted to foster clarity, precision, and effectiveness in problem-solving and decision-making, providing a structured approach for goal-oriented communication and outcomes.

Why need a Smart question?

Some benefits of smart question:

- Learn more effectively

- Get closer to solving the problem.

- Expand your professional expertise.

- Build strong professional relationships.

- Resource optimization.

To get a meaningful and effective answer, we can use the SMART question criteria.

S Specific

M Measurable

A Achievable

R Relevant

T Time Bound

S
Specific

Is the question specific? Will it uncover any information?

Measurable

Will the question provide answers which are measurable?

A

Achievable

Will the question be realistic and feasible?
Can the answers that are found from the question provide details
upon which action could be taken?

Relevant

Is the question relevant to the particular problem need to be solved?
Will question be pertinent to your objectives or the context?

Time Bound

Are the answers relevant to a specific period of time?

How to ask Smart questions?

Step 1: Think about what you already know

Step 2: Confirm what you want to learn

Step 3: Create a draft

Step 4: Refine your questions

Step 5: Ask your questions confidently and politely

Thing to avoid

- Leading Questions
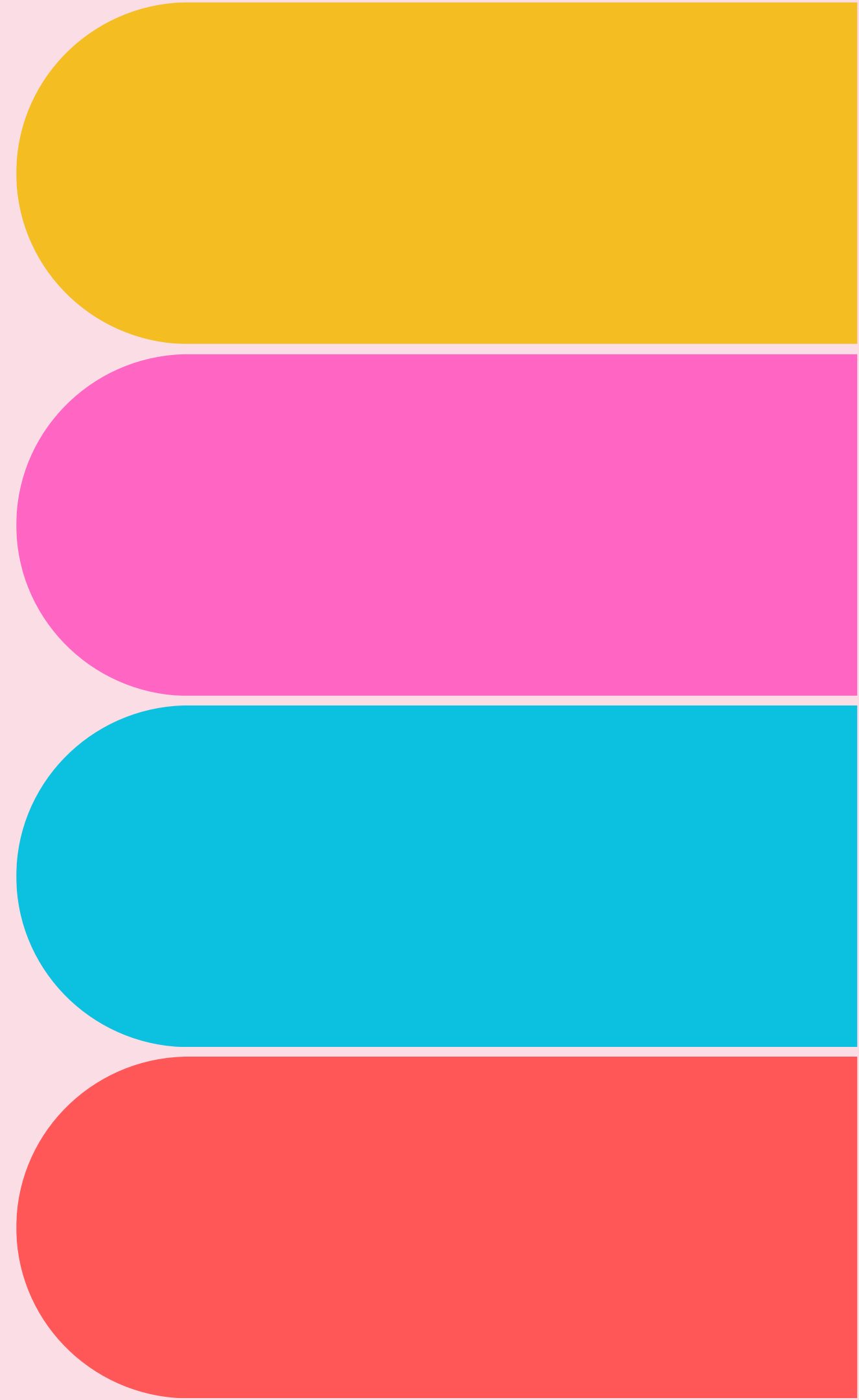- Closed-Ended Questions
- Vague Questions

Example

- How I can improve my programming skill? ❌
- How I can improve my programming skill with java? ✅
- What specific actions can I take in the next 6 months to enhance my programming skills with java? ✅
- I have 5 hours of free time every day, what will I do to develop my programming skills with java? ✅

- Are you satisfied with my service? ❌
- What are the things you were looking forward to my service? ✅
- From 1 to 10, how many points would you rate my service? ✅

How to use effectively

- Think before ask
- Make it a habit

Conclusion

Crafting smart questions is a strategic process that enhances the precision and effectiveness of inquiries to achieving desired outcomes. It is an effective tool to help us learn, work and apply in life better.