

Creative Problem Solving

Workshop-At-A-Glance

The Problem Solving Method

- What is a Problem?
- What is Creative Problem Solving?
- What are the Steps in the Creative Solving Process?

Information Gathering

- Understanding Types of Information
- Identifying Key Questions
- Methods of Gathering Information

Problem Definition

- Defining the Problem and Identifying the Origination
- Defining the Present State and the Desired State
- Analyzing the Problem and Writing the Problem Statement

Preparing for Brainstorming

- Identifying & Removing Mental Blocks
- Stimulating Creativity

Generating Solutions (I)

- Brainstorming, Brainwriting and Mind Mapping
- Duncker Diagrams

Generating Solutions (II)

- The Morphological Matrix
- The Six Thinking Hats
- The Blink Method

Analyzing Solutions

- Developing Criteria
- Analyzing Wants and Needs
- Using Cost/Benefit Analysis

Selecting a Solution

- Doing a Final Analysis
- Paired Comparison Analysis
- Analyzing Potential Problems

Planning Your Next Steps

- Identifying Tasks & Resources
- Implementing, Evaluating, and Adapting

Recording Lessons Learned

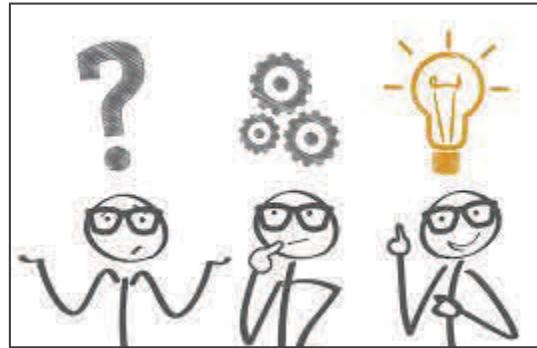
- Planning the Follow-Up Meeting
- Celebrating Successes
- Identifying Improvements

Wrapping Up

- Words from the Wise
- Lessons Learned

Professional Training Series

Our training courses & workshops, combined with our interactive delivery methodologies create an environment that encourages learning and delivers the strategic tools that promote organizational performance.



Workshop Purpose

Psychologists and business people alike have discovered that successful problem solvers tend to use the same type of process to identify and implement the solutions to problems.

This workshop will provide an overview of the creative problem solving process, as well as key problem solving tools. Skills such as brainstorming, information gathering, analyzing data, and identifying resources will be covered throughout the workshop.

Workshop Format

Lecture, Interactive Discussions, Workshops, Hands-on Training

Workshop Length

One (1) Day

Continuing Education Units (CEU's)

Five (5)

Workshop Pricing

Please contact us for workshop pricing, and group discounts.

Contact Information

Phone: 760.438.4354

Email: training@novusorigo.com

For a list of all workshops, please visit

www.novusorigo.com

Training Designed for the Real World

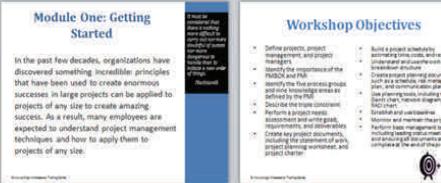
Novus Origo's professional training courses & workshops are interactive and utilize a multitude of instructional methods before class, during class, and "after" class to deliver successful learning that incorporates and leverages "real work" experiences. **We have over 200 training workshops, and if we don't have a class that you're looking for, we can create it for you.**

The Novus Origo Workshop Difference!

- ✓ **Real World Instructors & Facilitators**
- ✓ **Multimedia Presentations with Animated Case Studies**
- ✓ **Group Discussions & Action Learning**
- ✓ **Interactive Icebreakers, Exercises, & Activities**
- ✓ **Quick Reference Job Aids**
- ✓ **Full Color Student Training Manuals**
- ✓ **Pre-Class Assignments**
- ✓ **Post Module Assessments**
- ✓ **Narrated Audio Version of Course for Student's Anytime "Take Along" Listening (soft skills attendees*)**
- ✓ **Paperback Book Version of Course for Student's Anytime "Take Along" Reading (soft skill attendees*)**

* English Soft Skills Classes

Sample of Workshop Curriculum — Project Management

	Module One: Getting Started In the past few decades, organizations have discovered something important: principles that have been used to create success in large projects can be applied to projects of any size. As a result, many employees are expected to understand project management techniques and how to apply them to projects of any size. <small>Download Module Template</small>	Workshop Objectives Define projects, project managers, and project management processes of the PMBOK and PMP. Describe the triple constraint. Perform a project needs assessment, and determine criteria key performance indicators, including the statement of work, scope, budget, and project charter. <small>Download Module Template</small>	Pre-Assignment Review Think of a project that you are about to begin. It could be a work project, like putting a budget together, or a home project, like building a deck. Take a moment now to think about the project. Keep it in mind during the day as it will help you identify practical applications for the tools and techniques that we discuss. <small>Download Module Template</small>	Module Two: Key Concepts (I) Before we get started, let's make sure we all understand just what we mean by a project and by project management. We'll also look at what a project manager's role is. <small>Download Module Template</small>	What is a Project? Clear goals Defined ownership/responsibility Timeline Dedicated team Defined methodology Controlled execution Completion evaluated based on original plan Linked to business objectives Supported by an organization's management team <small>Download Module Template</small>	
	What is Project Management? Project management is the combined art and science of planning, organizing, and managing resources to get a particular project done on time, within budget, and with the results that the organization set out to achieve. <small>Download Module Template</small>	What is a Project Manager? Key skills include of a Project Manager: • Leadership • Negotiation • Influence and persuasion • Project management • Communication • Time management • Stress and anger management <small>Download Module Template</small>	Module Three: Key Concepts (II) This module will look at the Project Management Institute, a global project management group that publishes and promotes project management standards, and its core ideas. <small>Download Module Template</small>	The Project Management Institute (PMI) Their core ideas include: • The Project Management Body of Knowledge (PMBOK), which we will discuss in a moment • Five process groups, which outline the path a project should take • Nine knowledge areas, which outline various parts of each process group • The triple constraint, which illustrates how a project is balanced <small>Download Module Template</small>	The Project Management Body Of Knowledge (PMBOK) The PROJECT MANAGEMENT BODY OF KNOWLEDGE (PMBOK) is the PMI bible. It includes a detailed overview of the processes and knowledge areas promoted by the PMI as best practice within the project management discipline. <small>Download Module Template</small>	The Five Process Groups  <small>Download Module Template</small>
						

International Recognition

Novus Origo has received fourteen (14) international awards and recognition for our training development from the training industry's most prestigious organizations such as; *Brandon Hall*, *Interactive Media Awards*, *Horizon Interactive*, *E-Learning Media Group*, *Digital Health Awards*, and *Omni Awards*.

