

1. The first step in the process of identifying a problem is to define the problem clearly.

2. The second step is to gather information.

3. The third step is to analyze the information and identify the causes of the problem.

4. The fourth step is to develop a plan of action to solve the problem.

5. The fifth step is to implement the plan and monitor the results.

6. The sixth step is to evaluate the results and make adjustments as needed.

7. The seventh step is to document the process and the results.

8. The eighth step is to share the results with others.

9. The ninth step is to review the process and make improvements.