

***The following are guidelines for analyzing case studies:***

1. Read the case carefully, noting important information and facts.
2. Construct a time line of events leading to the situation being considered.
3. Identify all the significant characters in the case.
4. Identify the problem(s) and define it (them).
5. Analyze the problem (s). What are its/their causes? What are the signs of the problem (s)? Who does it affect?
6. List the most important factors in the context of the scenario that affects your analysis (for example: location, type of property, time of year).
7. List items that you feel must be addressed in developing a solution to the scenario (such as issues, attitudes, feelings, events).
8. Identify a solution (or solutions) to the problem. Do not simply choose the first solution that comes to mind. Thoroughly consider options and meaningful applications of concepts you have learned or discovered through research.
9. Evaluate the solution. If this solution was implemented in a real world situation, what would be the consequences? Would it be effective? Would it result in some positive by-products? Could it cause some new problems?
10. Look at the case study again, taking the perspective of a different character in the scenario. Explore the solutions from that character's perspective.