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Source: *Journal of the American Statistical Association*, 1997, Vol. 92, No. 439, pp. 1091-1101.

1. **Identify the problem.**
 2. **Define the problem.**
 3. **Identify the causes.**
 4. **Identify the effects.**
 5. **Identify the stakeholders.**
 6. **Identify the resources.**
 7. **Identify the constraints.**
 8. **Identify the risks.**
 9. **Identify the opportunities.**
 10. **Identify the solutions.**

1. **Introduction**
 2. **Background**
 3. **Methodology**
 4. **Results**
 5. **Conclusion**

1. **Author(s)** _____
 2. **Title** _____

1. Name of the company	2. Name of the person
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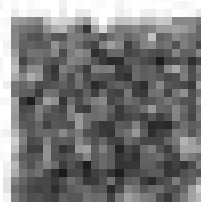
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1. The first step in the process is to identify the problem or issue that needs to be addressed. This involves gathering information and understanding the context of the problem.

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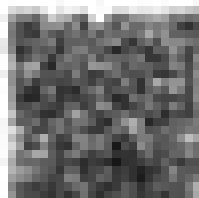
Category	Number of respondents
Gender	Male: 100, Female: 100
Age	18-25: 50, 26-35: 50, 36-45: 50, 46-55: 50, 56-65: 50



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Source: *Journal of the American Statistical Association*, 92(439), 1031-1042.