

1. The first step in the process of identifying a problem is to recognize that a problem exists. This is often done by comparing current performance with a desired state or goal.

2. The second step is to define the problem more precisely. This involves identifying the specific aspects of the problem that need to be addressed.

3. The third step is to analyze the problem. This involves identifying the causes of the problem and the factors that influence its resolution. This step often involves gathering data and conducting research to understand the problem more fully.