

OUTLINE FOR CASE ANALYSIS

Title Page (APA formatted)

Case Name:

I. *Major Facts*

(State here the major facts as you see them. Make statements clear and concise for your own understanding as well as for the understanding of the other students and the instructor.)

II. *Major Problem*

(State here the major problem as you see it. Emphasize the *present* major problem. You may wish to phrase your statement in the form of a question. In a few cases, there may be more than one major problem. A good problem statement will be concise, usually only one sentence.)

III. *Possible Solutions*

A. (List here the possible solutions to the major problem. Let your imagination come up with alternative ways to solve the problem.

B. Do not limit yourself to only one or two possible solutions. These solutions should be distinct from each other.

C. However, you may wish to include portions of one solution in another solution, as long as each solution stands alone. Only in this manner will your subsequent choice be definitive.

D. Briefly note advantages and disadvantages of each possible solution.)
etc.

IV. *Choice and Rationale*

(State here your choice, A or B or ___ and the detailed reasons for your choice. You may also state your reasons for not choosing the other alternative solutions.)

V. *Implementation*

(Prepare a plan to implement your choice)

Appendix (Answer case study questions)

Reference Page (APA formatted)