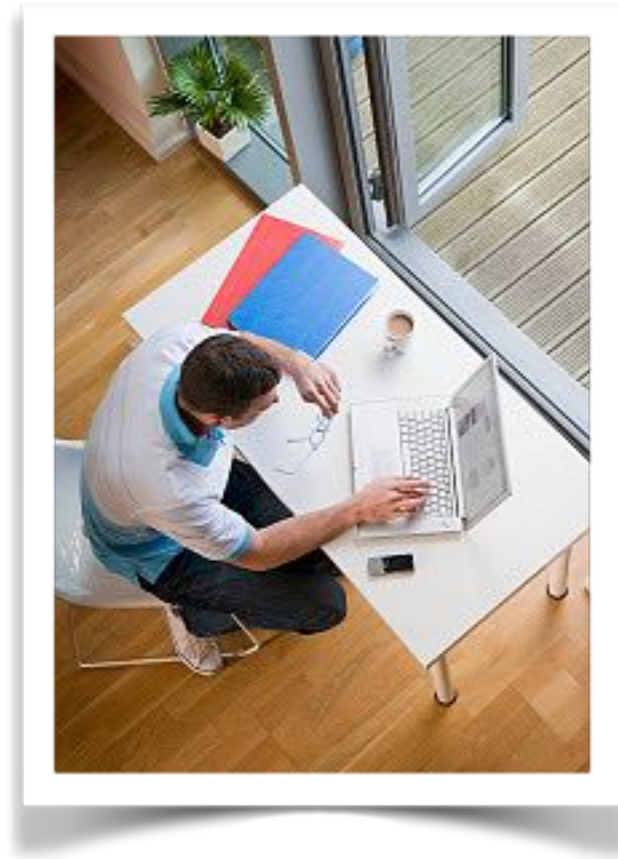


# Solution Brief

## What is a solution brief?



**A solution brief** is a roadmap for solving a problem or achieving a goal. It tells your team about your proposed vision, describes the people you want to reach, and outlines your background data, solution components, benefits, and action steps.

**Depending on the type of team you're working with** – a school-based team, district team, or online learning community – the solution brief might also include details about ways to get feedback from external stakeholders.

# Solution Brief

## Why do you need a solution brief?



**Developing a solution brief** is as much about the process as it is about the end result. Developing and discussing a solution brief forces you to take a deeper dive into your background data, solution, and benefits from concept to delivery.

**This process can identify problems early**, allowing you to make changes before you start. And chances are that if ideas don't connect with your team when you present your brief, they're not going to connect when they get in front of your audience.

**When it comes time to implement**, it's the vision reflected in the solution brief that really helps the team deliver detail and follow-up effectively. The clearer you are with your team, the better they'll understand you and your proposed solution, and the better able they'll be to capture your message and overall vision on the first try.