



Analyzing Problems

Practice analyzing problems by listing the steps you would take to analyze a problem. Complete the following steps.

You Try It

1. Save this file with a new name

Click the File tab, click Save As, add your name to the end of the filename, then click Save.

For example, save this file as **PS1-Y2 Sharon Rodriguez.docx**.

2. Get ready

Read the following descriptions of Quest Specialty Travel and its problem.

Company description: Quest Specialty Travel is a tour company in San Diego, California, that organizes adventure, cultural, and educational tours. Quest travelers enjoy activities ranging from hiking to hang-gliding while becoming familiar with the culture of the region—the food, the people, and the history.

Quest sponsors tours to five regions of the world: Africa, the Americas, Asia, Europe, and Oceania (including Australia and New Zealand). Customers are usually traveling for pleasure, though Quest occasionally organizes business trips.

Problem: Typically, the late spring and summer months are the most popular times for personal travel. For the last five years, the top sales months have been April-August. This year, however, sales did not increase during these months. For the first time in five years, Quest annual sales are declining—they now expect to make less this year than last year.

3. Now you try it

In the following space, list the steps you would take to analyze this problem.

Click here to list the steps.

Submit the document to your instructor as requested.