Techniques of Problem Solving

 ${\it Rajesh~Kumar} \\ {\it rajesh@meetrajesh.com}$

Spring 2008

pdfLatex'ed on

August 31, 2009

Contents

1	Observation	1
	1.1 What This Pocket Guide Isn't	3
	1.2 Initial Reaction	3
	1.3 Creativity	4
2	Problem Solving	5
3	Brainstorming	7
4	Analysis	9
5	Algorithms	11
	5.1 Big Oh	13
6	Iteration	15
7	Memory	17

Observation

I'd like to begin by talking about the most basic requirement before one heads out to acquire any specialized skill set. Notice how the title of this pocket guide is "Techniques of Problem Solving" when I could have just as easily called it "Problem Solving Techniques" and saved an entire word. The truth is that the difference doesn't matter. There was no particular reason for picking one over the other. *Except* to get you to observe the choice of words.

The first key trait to develop which I like to call the *fundamental prerequisite of nature* is the skill of keen observation. The best problem-solvers around the world are also the best observers. Keep your eyes and ears sharp and open at all times. Train your eyes and ears to see and hear things others won't necessarily see or hear on first glance. Your eyes are your windows into this world.

It is easy to listen to rock music all the time, but try listening to some classical sitar for a change and try picking up on the subtleties. I once stood cross-eyed for practically an entire minute as I was waiting for a bus because I was desperate to see something that others couldn't.

Look for specifics when trying to observe. It is common to develop tunnel vision—jostling through the world without really *seeing* anything. We've all heard about the difference between *looking* and *seeing*. Try to see, not look. As a problem solver, your job is to fight this human default and to constantly observe; to note situations and detail.

Professional photographers and videographers know this well. They know it because it is essential to their job. They sharpen their eyes for photos and videos; we on the other hand want to be able to do it for problems. The ability to *see* consciously and eventually subconsciously is what sets the pro problem solver apart from the rest of the crowd.

A lot of people think that you need to be born with this trait. They attribute this trait to some psychological genius. The good news is that this trait can be cultivated with a bit of thought and effort. I can't tell you how because the best way to do it differs from one person to the next. But I can help you. And here's how. The five sense organs receive an enormous amount of input every second. The brain conveniently blocks out a large chunk of this input to prevent information overload. This is the basis of every magician's

trick. However, the mind is pretty bad at figuring out which input to discard and which to keep. If you start to increase the amount of information you process every second, you're going to automatically start seeing and hearing things other people have to struggle to see or hear. This is when magic shows become uninteresting—you'll start to see right through the tricks.

Good observation is a skill that must absolutely be cultivated by every budding problem solver. The payoff will go far beyond just noticing interesting problems. You will also find yourself noticing and appreciating more and more the inherent beauty and recurring patterns present in these problems. This is a rung above. Once you see the patterns in the problems and begin to appreciate the beauty in them, then solving these problems become so much more easier.

What I'm saying is that you need to start thinking about how you are going to improve your eyes and ears to see and hear non-obvious things. A lot of the problems today are fairly non-obvious until someone observes it and tells everyone, at which point it becomes blatantly obvious and leaves you wondering why you didn't see it earlier. Like how do I make uploading photos easier? Or how do I improve my touch-pad productivity?

A secretary in an office in the 1960s would never have a problem with her typewriter until you showed her a computer. So just because a problem does not exist per se, doesn't mean we can't make a tool, a technology, or a process better. Matter of fact, making things like tools better or processes like everyday tasks more efficient are among the most common "problems" we are likely to encounter on a day-to-day basis in our own lives. But these are really hard problems to recognize unless the rewards are monetary. And this is precisely why we need good observational skills: problem solving always starts with problem recognition.

When I was a kid, my mum used to always emphasize the importance of having very sharp antennae that would constantly twitch and twirl, acting as a powerful radar, and continuously process and integrate all the interactions happening around me. Back then, I didn't have the slightest clue what she was talking about.

Now I think I do. And I can tell you. You need to become *obsessed* with your observational skills. So if you saw the title of this pocket guide and thought to yourself "Hmm, why didn't he just say 'Problem Solving Techniques' in the first place?", then you're well on your way. The result of this pondering isn't as important as is the fact that you felt it important to consider that avenue and pursue that line of thought, even if just for a second.

When someone asks me for the date, I look at my watch because that's the easiest way to find out the date for me. My watch always has the correct date where the "3" should've been on the dial. But then if someone immediately asked me the time right after, I'd have to look at the watch again. Now that annoyed me like hell. Why did I have to look at the watch twice? It was then I realized that when the first person asked me for the date, I was only looking at the "3", not the entire dial. I would find the "3", read out the date aloud, and then forget about it immediately. So the solution to my problem was simple. Instead of reading out the date aloud, I captured a mental picture of the entire dial and put it in my super-short-term RAM. Anything stored in this memory died out in a few seconds. I would then read out the date from this mental image. So if someone asked me for the time right after, it was easy. I just had to read out the time again from this mental picture. Didn't have to look at my watch again.

The idea is that there were two ways to achieve the same thing: read the date off directly from the watch

¹The non-observant watch designers didn't realize that this meant I couldn't see the date 26 times a day.

or alternatively, read the date off a captured mental picture of the dial. The second one is clearly slower than the first since it involves two steps, but if you do this often enough which I do because all my lecture notes are dated, the speed difference is barely noticeable. The second one is something a more observant individual would do since it requires you to take in and process more than you actually need.

The point I'm making is that when you see something, try to see its context as well. Instead of just focusing on the date of the month, i.e. where the number "3" should've been, try to see the entire dial, the watch within which the dial lives, the wrist where the watch is sitting, the hand that's holding the wrist, the table upon which the hand is resting, the fact that the table is made of wood and not plastic, and that it is made of birch and not oak. In short, try to see as much as your eyes will permit you to see. Zoom in fully, zoom out fully, and try to capture everything in between. Our eyes can do amazing things. Put them to good use. Take advantage of them as much as you can. You will be glad you did when you do happen to chance upon something non-obvious.

1.1 What This Pocket Guide Isn't

Keep in mind that this pocket guide isn't going to tell you how to solve a problem. There is no algorithm. In fact, as we will see shortly, the goal is to *come up* with an algorithm. In fact, suspicious as it may sound, the problem of finding an optimal way of solving a problem efficiently has been a subject of great interest to me over the past 5 years. So much that the algorithm used to solve this very problem is the algorithm I talk about in this pocket guide. It is, quite literally, an algorithm that can bootstrap itself and generate other algorithms to solve problems. It is an algorithm to generate other algorithms, possibly better than itself. This is the Dogfood principle.

This pocket guide, quite bluntly, is largely a brain-dump of all the thoughts I've gathered over the last 5 years ever since I consciously started hating having problems in my hand, and not doing anything about it. The pocket guide is meant to inspire and motivate, so *you* the problem solver are constantly thinking about a few key aspects as you solve your own day-to-day problems both at work as well as in your life.

Note that when I mention the word problem, people almost immediately develop a negative connotation. Problems needn't be as bad as they may initially sound. Think of problems as challenges, challenges that need addressing, challenges that have solutions waiting to be discovered. Develop a positive spirit for problems and you should be fine. A problem isn't something to be feared, but to be respected, adorned, and eventually solved.

1.2 Initial Reaction

Your initial reaction when you come across a problem is who cares? Well, I can almost go as far as to say that if you don't care about a problem enough, you won't have the necessary motivation to keep you going throughout the course of the problem solution. You may not care for the right reasons, but you still care. That's what matters. Dr. Gregory House never really cared about his patients. He mostly cared about

solving intriguing and seemingly unsolvable problems. He still cared, again perhaps not for the right reasons you could argue, but he cared enough to get to the bottom of a problem and eventually solve it.

The initial reaction is very important. Guard it. Put it down in writing in your journal. It tells you if you have sufficient interest to keep moving on with the problem or whether the problem you have at hand was just a casual observation, an observation any random passerby could also make just as easily. Everyone is capable of making observations. There's only a few of us who will do anything about it. If I didn't get annoyed by having to look at my watch twice, I would have never done anything about it. Most people are okay with looking at the watch twice. I'm not.

Clearly here, we're not talking about easy problems. The easy problems have already been solved numerous times. The problems I'm talking about here are typically socio-technical in nature and consequently "hard". The size of the problem doesn't matter. There are lots of small problems out there that need solving—especially in your own life.

Take for example the problem of being punctual for absolutely every single appointment. Or the problem of crossing a street with the least amount of brain processing (i.e. mental effort) so as to minimize disruptions to my train of thought. The initial reaction to both these problems back in Fall of 2006 was just perfect: extreme obsession. These two problems hadn't been solved by me earlier not because they are particularly hard or large, but because they didn't have an immediate obvious solution. Or their solutions required some kind of trade-off between variables. And trade-offs put us in a state of cognitive dissonance and are therefore inherently uncomfortable.

1.3 Creativity

The classical psychology definition says creativity is a measure of communication between the different halves or the different lobes of the brain as per the split brain theory/model. This definition unfortunately isn't very operational. I'm happy with my own definition which I believe to be more modern and more operational: Creativity to me means being able to see the same thing in different lights at different times. Or even better, at the same time.

Keep looking. Keep wandering. Always maintain a curious outlook. An idle mind yes, but a curious mind can also be the devil's workshop. And you will need the devil's creativity to solve the seemingly unsolvable. Always be intrigued. Always be prepared for surprises. Humans are a very interesting species. So much that they continue to surprise me constantly even after 21 years of having observed them so closely.

²I haven't defined hard yet.

Problem Solving

I love problem solving. I always have. Not the actual answer that comes out of it, but the process. The process of dissecting the problem, analyzing every facet, forming patterns, drawing connections, understanding the impact, and then finally posing a decent solution. But it doesn't stop there: The next step is optimizing the decent solution to make it agreeable to all, or at least to as many as possible.

My favorite category of problems have always been the socio-technical type. These are technical problems, but with an associated social element of uncertainty. Great and most prominent examples are the stock market, traffic and pollution. One can come up with technical solutions to traffic (eg. traffic lights and sign-boards), but getting people to actually follow them is the social element.

For example, if we understood group behaviour, we would understand that traffic control does not imply that we need to stop *everyone* on the road from breaking the rules; we simply need to prevent the *first couple* of people from breaking the rules — everyone else will automatically comply. This is similar to prison guards punishing a few innocent people to keep the rest of the prisoners on track. This is the basis behind the broken window theory.

Once again, this pocket guide focuses not on the actual solution to the problem, but the *process*, the *technique*, and the various *tricks* that were used in obtaining the solution. I can almost guarantee you and I will have different solutions to the variety of problems posed herein. Hence there is no point in talking about the solution at all, except to illustrate the process.

I can't stress this point enough. Most people I talk to get caught up in trying to take my solutions and copy them. Well guess what? They come back to me saying it sucked, didn't work or totally back-fired on them. I'm not the least bit surprised. If you want to solve your problems, you'll need to do your own thinking. There's a 0.01%, virtually nil, probability of my solution working for you. I only use the solution to a problem to illustrate how I got to it in the first place.

Most of the solutions to my day-to-day problems are in the form of an algorithm that I can then execute blindly. This will always be our end goal to a problem. Do not lose sight of this.

Brainstorming

Most books and writings on brainstorming are simply an exhaustive list of different ways to brainstorm. Or why it is so important to brainstorm. I will assume you know all the 101 ways of brainstorming and are already convinced of the usefulness of brainstorming. Suffice to say that doing the homework of generating a reasonable range of alternatives is absolutely critical to decision-making.

What I want to talk about here instead relates to tacit knowledge that only comes only after having brainstormed numerous times.

- 1. Trust your instinct. If you feel you can solve your problem without brainstorming, then do so. A lot of the time the amount of time it takes to solve a problem to an acceptable degree is less than the amount of time it takes to brainstorm. Just because you are an ace brainstormer doesn't mean you should do it all the time.
 - I had this issue at my work place during my last co-op term. My bosses always asked me to brainstorm every non-trivial problem on the white board when it would've have taken me half as much time to just go away and solve it. It was almost as if brainstorming was a *cool* thing and that a solution obtained after brainstorming was always better than one obtained without. Neither of these statements are true.
- 2. Never put brainstorming as the first step to solving any problem. Always try to solve a problem instinctively first. If you're not going anywhere, you will automatically *see* the need to brainstorm at which point you will go back, brainstorm your choices, and then come back.
 - Brainstorming is like a broomstick that you may want to carry as you go through a possibly cobwebridden tunnel. Others might tell you it is best to always carry a broomstick before you walk into the tunnel, but most broomsticks, i.e. brainstorming methods, are heavy and can slow you down considerably. They also make a problem seem larger than they actually are. This is very similar to what office meetings do to a decision that needs to be made: they blow it up to disproportionate sizes.

Every time my boss used to say "let's brainstorm this issue", my colleague used to go "sure, let me go grab some coffee" and I knew this was already going to be a half-a-day decision. Whereas if we had actually attempted to solve the problem first, we would've probably been done in 5 minutes and

I could've moved on to other interesting things.

What I'm recommending is to go through the tunnel without a broomstick to begin with. If you walk for a bit and find a lot of cobwebs in your way, then go back and grab a broomstick. This allows you to figure out which kind of specialized broomstick to bring with you instead of pre-equipping yourself with a generic one. Maybe all you need is a dustpan at which point the broomstick you carried with you is going to be not only useless but also cumbersome. But *most* importantly, going back to fetch a broomstick each time helps you develop an *instinct* as to which kinds of problems require brainstorming and which don't. And this instinct is super critical. There are more tunnels out there without cobwebs than there are with cobwebs.

3. Earlier I had said that some of the best problem-solvers I've seen are always the best observers. This is a correlation between good problem solvers and good observers. The converse isn't necessarily true: being a good observer doesn't in itself make you a good problem solver. In other words, good observational skills are a necessary but not sufficient condition for being a good problem solver. I therefore conclude that the fact that good problem solvers are good observers is only a correlation and not a causation meaning these people aren't good problem solvers solely because they are good observers, but because they are good observers and many other things.

Drawing correlations are important because they teach me the traits that good problem solvers have that I should incorporate into my own life. They also teach me the traits that *bad* problem solvers have that I should either weed out of my life or at least stay away from. There are many of these correlations if you look around and I have my suspicions that some of these may actually be causations.

One such correlation is coffee. Not all bad problem-solvers are heavy drinkers, but the heavy coffee drinkers almost certainly are bad problem solvers. This trait becomes immediately apparent when you see them "in action" as they are solving or proposing a solution to a problem. It always seems so slow, and so dragged. Especially when they're brainstorming. Brainstorming must always happen fast since it is a brain-dump and good ideas don't stay in your head too long. Also the simple act of brainstorming generates more ideas causing a nuclear chain reaction. The more astute your mind is, the more manageable this nuclear reaction is.

One cup of coffee a day seems okay. Three or more cups a day seems to almost certainly make you a bad problem solver, or at least a slow one. I don't really care if this correlation is a causation or not. Just being a correlation is sufficient to cap my daily caffeine intake to one small cup a day.

4. Correlations are important. Look out for them as you brainstorm. The ability to draw connections is a key tool every good problem-solver has in his toolbox while brainstorming.

Analysis

There's a good reason treasure chests are always found at the bottom of the sea. The physical reason is that they are heavy enough to cause them to sink. The metaphorical reason is that only people who *really* want the treasure chest get to it.

Interestingly, the results of an analysis follow a similar property. There's a lot that can be learnt from a good analysis, but you need to put in the effort to do it properly, thoroughly and completely. I can't stress completely enough because often the good stuff from an analysis comes at the last step. And getting to the last step, assuming a 100-step process, requires that you've already performed the previous 99 steps.

Our goal then is to be able to take any object, idea, design, or process, then to analyze it as completely as we can, and then be able to put the results of the analysis in an aggregated form, say for example, a table or a chart. Taking tacit knowledge that comes out of an analysis and converting it into graphical information such as a table or a chart is incredibly powerful because it is generally possible to do this only when you have a thorough understanding of the topic at hand unless of course the data has been cooked up or tweaked to support the result of the analysis.

People always criticize me for being over-analytical. But let me tell you, there is no such thing as over-analysis. Especially if you're working on quasi-infinite time. Perhaps you may choose to be a little more discreet in sharing the results of your analysis, but never ever stop an analysis mid-way on your own problems.

I like playing logic puzzles and games, because I feel they help sharpen how analytical my mind can get. Why is this so important? Well, the analysis step is perhaps the hardest part of the problem-solving process. So many ways of attacking the problem. Which one's the best? What's the impact of my solution? What are the side-effects? Who's going to be affected? How? When? How can I divert? How do I mitigate? What could go wrong in the implementation? This is only a taste of the questions we try to address while performing an analysis of a problem and any proposed solutions.

Try to do stuff everyday that sharpens your intellect. I used to do that a couple of years ago, but then I realized I was wasting my time. Instead, I spent time increasing my intellectual *capacity*. Increasing the capacity (i.e., the upper bound on intellectual sharpness) is way more effective than increasing just your

intellectual level. Increasing the pitcher size somehow seems to increase the volume of water in it.

Algorithms

When the Rubik's cube first became popular in the early 80's, no one thought there would be a clear cut algorithm to solve it. Everyone thought it was something that you just "saw" that others couldn't. That it was something you kind of worked your way around until you got to where you wanted to be. This is why the Rubik cube reference in the *Pursuit of Happyness* is so effective.

Today however, no one (at least no one I know of) really thinks of a Rubik cube as something that needs to be "solved" in the traditional sense. We consider it a problem that has already been solved. We have come up with a Rubik algorithm which if applied blindly can lead even a 7-year old to solving it in under 20 minutes. A computer can solve a fair Rubik's cube in just a few seconds and can list the shortest sequence of steps to get to the solution.

Algorithms are important. Most of our problems are solved today by computers. And algorithms are the "language" we use to communicate orders to a computer. So what we need to keep in mind is that whenever we attack problems, our end goal is to come up with an efficient algorithm that anyone can execute. This end goal is critical. If I need to be called in every time the problem occurs, then I'm not going to have the time to move on and look at other interesting problems.

An algorithm is a sequence of well-defined instructions that can be "compiled" down to native "machine code" that can be executed by some part of the brain, say the medulla oblongata or the spinal cord, extremely fast. The algorithm is a black box that has well defined inputs and well defined outputs.

This is an important idea. Everyday tasks are either simple and linear like brushing your teeth or complex and non-linear like crossing a busy street. It is my opinion that these everyday tasks shouldn't require much mental effort and that they shouldn't require much planning and thinking. They should just be algorithmized to the point where it starts to becomes so boring you don't even think about it.

This is not a new idea. Donald Norman in his book *The Design of Everyday Things* has a lot to say about the nature of everyday tasks (p.124): "This is exactly what everyday tasks ought to be—boring, so that we can put our conscious attention on the important things in life, not the routine." We already do this for

 $^{^{1}}$ A "fair" Rubik's cube is one where the parity of the permutations haven't been messed with. There are 12 such parities associated with a 3x3 cube.

simple, linear tasks. What I'm advocating is to consciously extend this idea to complex, non-linear ones that are still routine. And to do this we need algorithms.

Recall that we have already gone through this process of algorithmizing (i.e. structuring) our thought-process for both the Rubik's cube as well as the tic-tac-toe game. No one really uses too much brain power to play either game these days. We also seem to be doing this for at least the opening moves of any chess game. I want to do this for other routine tasks that aren't too simple like crossing a busy street, keeping appointments, figuring out what clothes to wear to school in the morning, typing on a keyboard, figuring out which subset of exercises I need to do each morning, figuring out which exit to take on the highway if not known already, packing my baggage for a vacation, and on and on. There's a lot in just a day if you simply pause to think about it even for a second.

Back to the example problem of trying to cross a street with the least amount of mental effort and computation. The black box encodes every single possible scenario that can happen while trying to cross a street and has a few special cases, known as disaster situations, where execution of the algorithm is aborted instantly and control passed back to the brain.

In my street-crossing example, the inputs are sensory: colour of the pedestrian's light, colour of the traffic light, whether the pedestrian light is blinking or not, volume of the sound generated by surrounding vehicles, etc. And the outputs are in the form of muscular movement: should I cross, or should I wait, or should I wait at the platform in the middle? Or should I just make a run for it since I'm in a hurry?

The inputs occur solely at the start of the algorithm and the outputs solely at the end. When the brain takes control, the inputs and outputs occur whenever the brain pleases which uses up processing power therefore disrupting my train of thought. Conscious thinking by the brain is "slow, laboured, and serial." Serial meaning only one line of thought at any given time. Conscious thinking by the brain "ponders decisions, thinks through alternatives, compares various choices, looks-ahead, backtracks if necessary, rationalizes, draws from experience, and finds explanations." These are all heavy-duty tasks that are slow and require a lot of brain power. Even this isn't so much of a problem. The biggest problem is that "conscious processing involves short-term memory and is thereby limited in the amount that can be readily available at a given time." And this is a huge problem since most of our short-term memories are not only small (4-5 items at once) but also surprisingly short!

Execution by the spinal cord on the other hand is fast and uses minimal processing power since execution is simply a sequence of if-then-else statements and decision-making happens only at the end. This idea explains how I can be in the middle of a heated argument or be reading a book and neither tasks need to pause all that much while I cross the street. Except in disastrous situations where control is passed back to the brain.

They key point is that you have already thought about every single possibility and have specified an instruction for each of them. Such instructions can be executed extremely fast outside of the core part of the brain by the subconscious mind to the point where you're almost adding new instructions to your instinct.

When we're born, we have only a few and that too relatively simple set of instructions added to our spinal cord that we call *reflex actions*. These instructions are only to save our lives during extremes of situations, but seldom to enhance our lives. Like what to do when you touch something hot. Or what to do when you're being electrocuted. Or drowning.

My question is why can't we add more instructions, and not just more instructions, but also increasingly complex instructions like crossing a road? The truth is we can. A lot of people do. Just subconsciously.

5.1 Big Oh

The computer scientists use something known as the "Big O" notation to describe the scalability and performance of an algorithm. Clearly for our algorithms, the actual notation in use is of little consequence. But there is still a clear need to be able to compare two different algorithms that address the same problem. An exhaustive pros-and-cons (P&C) chart is probably one of the best ways to compare trade-offs but is generally time consuming to come up with.

Different algorithms perform better in different situations so the best way to analyze the performance of an algorithm is to actually run it. The differences between two or more algorithms then become immediately apparent. If you can't actually run the algorithm, then you can at least simulate it, either on a computer or in your head. Pretend you are actually executing the algorithm and look for all the things that can go wrong. Close your eyes, and pretend you are about to cross the street. What things do you need to worry about?

I love P&C charts, and for good reason. Making an exhaustive P&C chart is probably one of the easiest ways of ensuring you've captured all the variables at hand. P&C charts focus on what matters the most: the gains and the shortcomings. It also makes comparing two aspects of the problem or two potential solutions to the problem relatively easy.

Finally P&C charts give a nice holistic view of the different solutions to the problem making it easy to recommend one without worrying about having missed other possible solutions.

Iteration

From what I've seen so far, most vaguely defined problems today are solved by iteration. I really don't know why. Iteration as a means of problem solving is in itself not bad, just grossly inefficient. The second a problem comes up, it is better to employ all your resources and squash the problem right away. This should be familiar to us since we already do this for software bugs. But instead, what we're used to doing is to temporarily "solve" (i.e. postpone) the problem, or at least its symptoms, and to incrementally make this solution better each time the problem comes back to bite us.

I have issues with this kind of solution technique. I spent three years at the University of Waterloo and eight months working for them, and I noticed that this is how problems routinely get solved. The thing is, after 50 years of iteration, the solution did get much better than what they initially started with, but this is a solution made out of spare twigs, cello tape and newspaper clippings. What I'm looking for is a solution made out of reinforced concrete, glass and steel. There is no match between the two.

At the University, we started with the assumption that any problem that couldn't be immediately solved should go through a lengthy process of iteration. But this made sense at the time because problems that are not immediately solvable often require hours, days, sometimes even months of weird engineers and eccentric mathematicians sitting in a room and thinking about it.

The iteration process sucked because it took us at least 8-10 iterations before an acceptable solution was found, i.e. no further iterations were required. The delay between these iterations was anywhere from a few days to a few months depending on the nature and complexity of the problem.

But that is not to say that iteration is bad all the time. A lot of numerical solutions to problems modeled mathematically are solved by iteration. We've all heard of simple iteration, bisection method, Newton-Raphson and Simpson's Rule. If these ideas work for mathematicians and computer scientists, there's a good chance they work in numerous other fields as well.

The interesting thing is that iteration also works for writers. Notably essayists and novelists. If I sit down and decide to write the perfect essay on my first run, I'm bound to screw up horribly. Instead, the best way to write an essay, I have found, is to rush through to get to an initial draft, and then re-write it several

times until the essay becomes the essay I want it to be. This technique works because it is really hard to keep content, style *and* format together in my mind at the same time. So I dump the content out first, and I worry about style, grammar and flow during subsequent re-writes. This is exactly the process I used for this very pocket guide. I got the first 2000 words done in under an hour.

My boss when I worked for the University called this technique "mushing." Perhaps he was alluding, quite appropriately, to what a potter does with his hands when spinning his pot on the wheel. The analogy is a powerful one. Yet, I like to keep the terminology simple. I call it iteration.

Memory

When faced with a challenge, we always go back in time to find a similar problem we might have possibly encountered in the past. Then we take the solution that was applied to that problem, tweak it ever so slightly to fit the current situation, and roll out a new solution to the current challenge at hand.

The human mind relies way too much on its memory to solve problems. We always go back to past experiences to find what was done and try to adapt that to our current situation.

This problem solving technique in itself is crucial to survival. This is how we humans learn. Experience and learning go hand-in-hand. But there are certain problems, especially those that involve rapidly changing variables like technology for which this memory-reliant strategy isn't always the best.

Have you ever witnessed an expert in a field being owned by an amateur when they're both trying to solve a very specific problem? This is because the expert is always going back to his past experience and trying to find a similar problem in his repertoire of solved problems. The amateur, on the contrary, starts off with a fresh slate. He looks at a problem objectively for he has no past experience to rely on. He identifies the central idea behind the problem and voila, he has a solution in no time.

So if you find yourself trying to adapt past solutions to new situations, stop yourself at once. The adapted solution may only be incrementally better, a mere *iteration* over the previous solution. You want to instead think through a problem from scratch, re-consider every single variable again, and re-hash all the things that could go wrong. This might seem time-consuming but the importance of certain variables are always changing so frequently. What was just a minor detail last year now becomes critical.

In essence, if you can skip iterating and simply jump to the best solution at once, you'll be leaps and bounds better off than the rest of crowd that are relying solely on their memories and their experiences to solve their complex problems.