



Writing Centre

Case Study Template

A case study is an analysis of a situation or problem that is real or hypothetical.

- Written in past or present tense
- Can be historical, medical, business related, etc.

Before Writing:

- 1) Read the case thoroughly, highlighting relevant facts and underlining key problems.
- 2) Identify two to five key problems:
 - Why do they exist?
 - How do they impact the organization?
 - Who is responsible?
- 3) Uncover possible solutions by reviewing course readings, discussions, and research.
- 4) Select the best solution after considering supporting evidence, pros, and cons. Is this solution realistic?

Drafting Your Case Study:

1) <i>Introduction</i> <ul style="list-style-type: none">• Identify the key problems and issues in the case study.• Formulate and include a thesis statement, summarizing the outcome of your analysis in one or two sentences.
2) <i>Context</i> <ul style="list-style-type: none">• Provide background information, relevant facts and the most important issues.• Demonstrate that you have researched the problems in this case study.
3) <i>Alternatives</i> <ul style="list-style-type: none">• Outline possible alternatives (not necessarily all of them).• Explain why alternatives were rejected.
4) <i>Proposed Solution</i> <ul style="list-style-type: none">• Provide one specific and realistic solution.• Explain why this solution was chosen.• Support the solution with solid evidence:<ul style="list-style-type: none">○ Concepts from class (text readings, discussions, lectures)○ Outside research
5) <i>Recommendations</i> <ul style="list-style-type: none">• Determine and discuss specific strategies for implementing the proposed solution.• If applicable, recommend further action to resolve some of the issues.