Effective Case Analysis
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Case analysis is an integral part of many programmes in UniSIM. It allows us to think critically while attempting to solve a real life situation using the theories we have learnt in a course. Below is a description of a 10-stage method you can consider using in conducting case analysis.

1) Read the case thoroughly and broadly note the problems / issues.

2) Conduct quantitative analysis and qualitative analysis of the problems / issues.

3) Identify the relationships between the problems / issues.

4) Prioritise the problems / issues in terms of urgency and importance.

5) Identify the key problem / issue.

6) Come up with alternatives to handle the key problem / issue.

7) List down the pros and cons for all alternatives.

8) State and justify the necessary assumptions, caveats and ongoing considerations for all alternatives.

9) Justify the selection of your recommended alternative. Ensure your recommended alternative is detailed and realistic.

10) Support your recommended alternative with relevant and accurate concepts or studies in qualitative or quantitative terms.

To ensure that no stage is unintentionally left out during your analysis, you can use the checklist below.

Checklist for Case Analysis

No	Item	Tick if achieved
1	Are the range of problems / issues clearly identified?	
2	Are both quantitative analysis and qualitative analysis of the problems / issues done?	
3	Are the relationships between the problems / issues clearly shown?	
4	Are the problems / issues prioritised in terms of urgency and importance?	
5	Is the key problem / issue identified?	
6	Are there sufficient alternatives suggested to handle the key problem / issue?	
7	Are the pros and cons for all alternatives listed?	
8	Are the necessary assumptions, caveats and ongoing considerations for all alternatives stated and justified?	
9	Is the selection of the recommended alternative justified?	
10	Is the recommended alternative detailed and realistic?	
11	Is the recommended alternative supported by concepts or studies in qualitative or quantitative terms?	
12	Are the utilised concepts and data from the studies accurate and relevant?	
13	Is the work clear, concise and well organised?	
14	Is the work spell-checked, proofread and correctly formatted?	
15	Are the appendices and references documented in the work?	

The methodology used in case analysis is fundamentally the same in different disciplines, although there may be some difference in emphasis. Therefore it would be good to clarify with your instructor about the type of case analysis your course requires. In conclusion, we hope that you can reap the maximum learning from any case analysis exercise.