



Read

Read the question.
What is the important
information?

Solve

Solve the problem.
Make sure you follow
the steps.

Understand

Understand the question.
What do you need to
find out?

Answer

Answer the question.
What were you meant
to find out?

Choose

Choose the correct
method of calculation
and operation(s).

Check

Check your answer.
Use the inverse to check
your working out.