















Read

Read the question.
What is the important
information?



Understand

Understand the question.

What do you need to
find out?



Choose

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



Solve

Solve the problem.
Make sure you follow
the steps.



Answer

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



Check

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