

PLAN

Read the problem.

- ✓ *What do I notice?*
- ✓ *What do I wonder?*
- ✓ *What tools or strategies will I use?*



Organize

Identify important information.



- ✓ *What quantities can you count or measure?*
- ✓ *How are they related?*
- ✓ *Which quantities are unknown?*

Scribe



Do the math.

- ✓ *I showed all my work.*
- ✓ *I wrote out **ALL** my steps.*
- ✓ *I used **symbols** correctly.*

Translate



Symbols → Words

- ✓ *What do the symbols and variable represent?*
- ✓ *I can talk about my work with a friend.*
- ✓ *I wrote down all my reasoning and explanation clearly.*

Edit

Does it
make sense?

- ✓ **Re-read** it.
- ✓ Fix the English.
- ✓ **Check your work.**
- ✓ Fix the math.
- ✓ **Re-read** it again.



*Does it
make sense?*

Revise



I can improve my work.

- ✓ *I have given and received feedback from others.*
- ✓ *I am ready to **publish** and share my work.*