

Step by Step Problem-Solving Guide

STEP 1: Understanding the Problem

- Read the problem to understand its content.
- Decide what you are trying to find.
- Find the important data that will help you to solve the problem.

STEP 2: Planning its Solution

Choose the best strategy(ies) to solve the problem.

STEP 3: Solving the Problem

Carry out the chosen strategy(ies):

- Look for a pattern
- Guess and check
- Use logical reasoning
- Use objects to act it out
- Work backwards
- Draw a picture
- Make a table **or** an organized list
- Solve a simpler problem
- Write a number sentence or an equation

STEP 4: Looking Back and Evaluating the Answer

- Make sure you have used all the important information.
- Check your work
- Make sure the answer is reasonable
- Explain your answer if required
- Show your work if required