

## Problem-Solving Steps

1. **Reread the question.** Make sure you understand what you are trying to figure out.
2. Find the **key information**. Highlight or underline.
3. What would be a **reasonable answer**? Estimate.
4. Decide on a **strategy**:
  - decide the operation (add, subtract, multiply, divide)
  - use a number line
  - model it with blocks, tiles, shapes, counters
  - use a diagram or draw a picture
  - think of a similar problem
  - make the numbers easier at first
  - guess and check
  - use a table
5. Go back and **check**:
  - Is your answer reasonable?
  - Have you met all the conditions?
  - Could you solve it a different way?
6. **Show your work.**
7. Clearly **explain or show** your thinking.
8. **Answer the question** with a sentence.

**Name:** \_\_\_\_\_

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