

C

Circle the key numbers. If they are written in word form, write the standard form above the words.

U

Underline the question. What are you being asked to solve?

B

Box any math ACTION words. These key words will tell you what to do to solve the problem.

E

Value what STEPS you should take to solve the problem.

Eliminate any information you do not need.

S

Solve and check. Does my answer make sense? How can I double check my work?