



The Four Step Problem Solving Process

SEE

Understand the Problem

Put the problem in your own words (What do you need to find out?)	Identify and list the important information (clue words)	List the known and unknown information/values	Missing information

PLAN

Devise a Plan

Strategies [Tick one or more strategies you will use]

Simplify the problem	Organised List	Draw a Diagram / Picture	Write an Equation	Use Concrete Materials / Environment	Find a Pattern	Construct a Table or Graph	Work Backwards	Predict and Check	Eliminate Possible Answers	Other e.g Select a graphic organiser
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

DO

Carry out the Plan

Work through the relevant steps and provide evidence to justify how values/solutions and conclusions were found.
Revise and modify as needed.

CHECK

Verify the Plan

Have you answered the question (Re-read to check what you need to have found)?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Verify the solution
Does the value/solution look correct (magnitude, units, decimal places)?	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Is there another method to verify the result?	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Have you communicated the answer correctly (shaded bubble, written answer, justified conclusion)?	Yes <input type="checkbox"/> No <input type="checkbox"/>	

