

Writing Checklist

- State givens
- State what is asked for (goal/want)
- State any assumptions you are making: We assume that.....
- Define each variable: We will let x denote..., we will let the quantity (whatever) be denoted by..., or we will represent the (whatever it is...height, distance, time...) by x
- Give reasons to support logically each step in explanation: It follows that...; we see that....; therefore....;so/since/because; from___we get....
- Clearly state final answer or conclusion

Modified from: Jacqueline Dewar, Professor
emerita of mathematics, Loyola Marymount
University.