Solutions to problems should be structured as follows for full communication marks.

G - Given

R - Requires

AS - Analysis & Solution

P - Paraphrase

**Given**

* Read the question to identify all variables related to the problem.
* Re-read the question to extract all numerical values provided in the question text.
* Adjust or convert numerical values so that all of the units are consistent .
* Adjust vector directions to use a consistent frame of reference.

**Required**

* State what is required to completely answer the question.

**Analysis & Solution**

* In your own words, state assumptions and general approach that you will take to solve the problem.
* Provide a diagram that will help to visualize the problem.
* State the equations that will be used to solve the problem.
* Provide a step-by step solution, showing all substitutions and simplifications
* Note: Keep all digits while calculating the solution. Save rounding and significant digits accounting for the very end.

**Paraphrase**

* Properly introduce and qualify the solution using words and symbols as well as numbers. (Do not just provide a number value.)
* Make sure that values include units and correct number of significant digits.
* Make sure that vectors also include a direction.
* Make sure to use scientific notation if appropriate
* Make sure to include +/- precision if appropriate