

Five Wives and One Husband

The **Five W's and One H** are questions whose answers are considered basic in information gathering or problem-solving. They constitute a formula for getting the complete story on a subject. A report can only be considered complete if it answers these questions starting with an interrogative word:

- * **Who** was involved?
- * **What** happened?
- * **When** did it take place?
- * **Where** did it take place?
- * **Why** did that happen?
- * **How** did it happen?

Each question should have a factual answer — facts necessary to include for a report to be considered complete. Importantly, none of these questions can be answered with a simple "yes" or "no". All questions are open-ended on purpose.