

Tips for writing in mathematics:

- Clearly restate the problem to be solved.
- Define all variables used (i.e. “let $x =$ _____”)
- Clearly describe all steps of the solving process.
- Label all diagrams, tables, graphs, or other visual representations of the math.
- Use correct spelling, grammar, and punctuation.
- Use proper and precise mathematical vocabulary and symbols.
- Use nouns rather than pronouns to start a sentence (i.e.: “The function is increasing” rather than “It is increasing”).
- State the answer in a complete sentence with labels that are connected to the context of the problem.
- Check whether the mathematics you used is correct.
- Be sure that you have answered all questions that were originally asked.

When reading a question that is to be solved, use the following “Math Action Words” as context clues:

Term	Definition
Write	<ul style="list-style-type: none">• communicate using words or symbols
Draw/Plot/Display /Make	<ul style="list-style-type: none">• Create a diagram, graph, table or picture describing a given situation
Calculate	<ul style="list-style-type: none">• to perform a computation using mathematical methods
Design /Create/Develop	<ul style="list-style-type: none">• to generate a response from a given scenario
Analyze	<ul style="list-style-type: none">• think critically about a situation
Explain/Support/Describe	<ul style="list-style-type: none">• give reasoning for your response
Predict	<ul style="list-style-type: none">• using prior knowledge make a reasonable hypothesis about what will happen in the future
Estimate	<ul style="list-style-type: none">• give an approximate answer
Test	<ul style="list-style-type: none">• show that a value works or doesn't work for a given situation• plug in solution to verify its truth
Compare	<ul style="list-style-type: none">• identify similarities and differences
Collect	<ul style="list-style-type: none">• gather information
Record	<ul style="list-style-type: none">• write down the information or write a response
Label	<ul style="list-style-type: none">• identify appropriate names or units
Use	<ul style="list-style-type: none">• take given information and apply it to the problem
Express	<ul style="list-style-type: none">• write a response
Combine	<ul style="list-style-type: none">• put similar information together