

## Analyse the question

1. Write your question in the box below:

2. **Break the question down** into the necessary parts to answer:

3. Define the key verbs and use rewordify.com to simplify the language:

*Use rewordify.com and look up the key verbs at  
[https://www.kent.ac.uk/ai/ask/documents/step\\_1\\_Instruction\\_verbs.pdf](https://www.kent.ac.uk/ai/ask/documents/step_1_Instruction_verbs.pdf)*

4. Now write **in your own words** what you are being asked to do.

**Example: “this question is about....., it deals specifically with ... and the main points I need to address are.....)**