

## Steps of the Do What Strategy

- Read the prompt carefully to ensure full understanding of its content
- Identify and underline the action verbs that specify what needs to be done
  - Locate the words that specify actions within the task
  - Underline or highlight those action verbs
- Determine the main topic or subject that the prompt is focused on
  - Identify words that specify the main subject or area of focus
  - Look for keywords or phrases that point to a particular topic or theme
- Look for additional details such as the target audience, specific instructions, or formatting guidelines
- If anything in the prompt is unclear, ask your instructor or the relevant person for clarification