**Confidence with numbers**

**The following strategies may help you solve problems and improve your problem solving skills.**

* **Look for a pattern**
* Break down multi-step problems into small, manageable steps
* **Make a table**
* Separate facts from opinions
* **Use coloured pencils to highlight different aspects of a problem**
* Use colours to highlight columns of Excel sheets
* **Eliminate possibilities**
* Draw a picture
* **Guess and check**
* Use a formula
* **Use flash cards to help learn formulas, and functions**
* Create a gallery of graphs to show functions, transformations or plots
* **Simplify the problem**
* Brainstorm to generate ideas
* **Choose the operation/s**
* Use a theory and evidence
* **Listen to others’ points of view**
* Use a graphic organiser
* Venn or Euler diagram
* Flow charts to clarify procedures
* Spider diagram
* **SWOT analysis – strengths, weaknesses, opportunities, threats**
* Fishbone analysis- identify problem, list major factors, identify causes, analyse your diagram
* **Check your answers**