Read the question (TNT):

**T**asks – underline key verbs twice and the rest of what is asked once

**N**umbers – circle any numbers that tell how much to do

**T**heme – block the theme of the question

Write your response (Triple S):

**S**tate topic or argument (Be sure to indicate how or why?)

**S**upport your topic/argument with details, facts, or text evidence

**S**ummarize with a concluding sentence