



Purpose

What have I been asked to do?
What do I know already?
What do I want to find out?
What do I need to do?



Location

Where will I find the information?
What sources should I use?
Who can help me?
Which keywords shall I use to help me search?

PLUS

Use

How will I record the information that I find?
How reliable is the information?
How shall I reference the information?
How shall I present the information I have found?



Self-Evaluation

What have I learnt?
Have I done what I was asked to do?
What did I find difficult?
What did I enjoy most?
How could I do it better next time?

