WWWWWH?: A way of understanding your assignment

Question Word	Question	What it means
Who	**Who is your audience?**	This is who you'll imagine talking to as you write.
When	**When is it due?**	This will help you manage your time.
What	**What is your topic?**	This is what you'll write about.
Where	**Which parts of the course material does the assignment cover?**	This is where you'll find your first relevant information.
Why	**What is the purpose of the assignment?**	This is why you're writing it, what you'll learn.
How	**Which style guide should you use? e.g. APA, MLA Which steps will you need to take to complete the assignment?**	This is how you'll format the document. This is how you'll finish the task.