**Making DBQs Work Step by Step: Directions for Students**

1. What is the essence of the question?
2. What key terms need to be defined, explained, and used in context, illustrated or described?
3. Are the date parameters stated? Create a plan and timeline for your work.
4. Take notes on the documents. Use appropriate note taker or graphic organizers. Analyze the documents. Always take a point of view into account. Always take the times and audience into account.
5. Provide insight into the complexity of the question
6. Write a clear thesis that answers the question in one or more sentences. (A)
7. Provide abundant and appropriate factual support for your thesis using the documents and your class notes. (B)
8. Write a conclusion that includes key arguments and points made in the essay. Conclusion notes importance of this point of view at the time or connected to current times. (C)

**Always:**

**A = Address the prompt**

**B = Back up your thinking with evidence or quotes**

**C = Conclude your thinking with importance, review or key points, or connect your thinking in a relevant way**

**Note to Teachers:** Construct an electronic file of resources, including accommodations for special education students and resources or adjustments for English Language Learners, other literacy challenged students or gather tools that challenge advanced students.

Adapted from: [www.socialstudies.com](http://www.socialstudies.com) and **Stretch Learning Handbook** by Lin Kuzmich