**Homework Guidelines:**

In any scientific endeavor it is not enough for you to be right; you must be able to convince others that your results are correct. This means that you MUST be able to present your thoughts clearly and concisely. As in any other scientific writing, there are rules and conventions that must be observed when writing mathematics.

1. Your name, your section, class number, my name (or your TA’s), and the assignment number must appear at the top of the first page of your HW. Additionally, staple all papers turned in on Friday together and write your name and section number on the back of the entire package.

2. Write neatly in pencil (not pen unless you never make mistakes or like to use Whiteout). Completely erase all mistakes, do not scribble it out.

3. Do the problems in order with the answer circled and enough space between problems so that they are distinguishable from each other.

4. Include all work (i.e. show all steps). Answers without justification will be assigned little (if any points). Read the question carefully and don’t forget to answer any part of it.

5. Every assigned problem must be completed. If you do not understand a problem, get help from me, a TA, a friend, or a tutor before it is due.

6. Your assignments will be due at the end of your discussion on Thursday or at the beginning of lecture on Friday. You must give your homework to your TA or instructor. There is no alternative method for turning in your homework.

7. Write on one side of the paper only.

These are the *minimum* standards for acceptable homework. I will remove points for violations of the above rules; regardless of whether your answer is correct. Every problem is providing you with a chance of showing/impressing me that you understand the concepts we are discussing in class. I do not assign busy work.

*Modification of a document of Scott Ames’ at Colorado State*