## How Each Assignment Is Graded

Specific Homework Procedures: I will grade most problems from the text and a selected number of problems from worksheet.
To receive full credit for homework

- Homework is due at the beginning of the class period. Homework should be turn-in at the beginning of class, in instructor's office (acceptable to slide under the door if no one is there), or in Mathematics Building room 108 (instructor name must appear on the top of the first page). After 3 minutes into the class period, homework is considered late. Only 3 Late paper assignments will be accepted for a grade after that any late homework will receive a zero. Homework is NOT accepted after the due date. If you did not attend class homework is still due.
- Do your homework on regular $8.5 \times 11^{\prime \prime}$ notebook paper. You may write on both sides of the paper. DO NOT HAND IN ANY ASSIGNMENT WITHOUT RIPPING OFF THE FRINGED EDGE.
- Your name, personal class number (to be assigned during the second week of class) Math 122 b section \# should be written at the top right hand side on the first page.
- The chapter and section should be clearly marked and each problem identified.
- Multiple pages must be stapled together. No creative folding techniques, please.
- Do not do problems in Columns.
- Handwriting must be legible. You will not be given credit for problems that are not legible. If your handwriting is illegible, you will be given a warning, after which I will no longer accept your assignments. Avoid excessive scratch-outs.
- Show all work neat and organized. Answers must be easily found. Highlight, circle, or box your final answer.
- You must write the problem. (For story problems, summary is acceptable.) A guideline: you don't have to open the book to know what the problem was asking you do to. This includes the expression or function that is in the problem.
- Each problem should be neatly written, with all the intermediate steps included and the problem number clearly marked. Written explanations should be included wherever appropriate. Include units where appropriate. Do not do problems in columns. Each new problem number should start on the left side of the paper.
- Space needs to be given for comments from the instructor.
- Graphs must be labeled with the window clearly marked. Title, axis labeled, units clearly indicated. Your tick marks must have values when appropriate.
- All story problems must have a sentence for the final answer (Include answer, units and what it is you found in the context of the problem.)
- Matching and T/F must have a mathematical reason. The choice it is the last one left is not a mathematical reason. Must verify that the match is correct.
- Have correct answer, with well-explained reasons. You must justify your answers. There are no one word answers.
True or False questions: you need to explain your choice.
Matching questions: you must explain in words why you feel this is the correct match.
- Partial credit will also be given. Just because you have written something doesn't mean you get credit. I have to find something correct in the work.
- Answers must show understanding; the written work has much more than detail than Webassign.
- This is a calculus class. Work and explanation must be based on a calculus reason.

You are strongly encouraged to discuss homework problems with me, tutors, and especially each other. However, you are expected to write up your own solutions. Remember, the important part of this whole process is LEARNING.

Remember that the goals of assignments are to help you learn Calculus!

Math122b
Guidelines and Expectations of Homework Fall 2019
Homework is an integral part of this course. The assignments will require you to not only solve problems, but to explain your method using clearly written sentences. Writing in a math course may be new to you, but I assure you that after a short period of time it will become natural.

## Why write in a math course?

The ability to communicate effectively and to express your thoughts in a way that can be understood by others is essential. By writing in calculus, you will be able to present your work in a clear and organized fashion. This will provide you with a deeper understanding of the concepts. Writing explanations of your solutions will also allow me to identify concepts that are unclear to you.

## Guidelines for Writing in Math:

- Write as if the reader does not already know what you want to say. Assume that the reader is a classmate who does not understand the problem or how to do it. This assumption will encourage complete and clear answers. The reader can only see what you wrote, not what you meant to say.
- Focus on the process, not the final solution. Describe your thinking. Focus your explanation on why you are doing a particular step, not on what mechanical process you used.
- Write complete sentences. All story problems must have a sentence as the final answer.
- Use an easy-to read format. Organize your work in a logical. Do not crowd your work. Leave room for corrections and comments. Write legibly.
- Avoid vague words like "it". Most problems contain many quantities. "It" does not tell which quantity you are referring to. The meaning may be clear to you, but not necessarily to the reader.
- Must use proper notation.
- Define any symbol you use that was not introduced in the problem.
- Always use complete and proper mathematical notation. Avoid the misuse of symbols, especially the equal sign. The equal sign states that the expressions on both sides of the equal sign represent the same thing. The equal sign does not mean, "the next step is", "means", or "the answer is".
- Remember, all answers must be accompanied with the proper notation. Also, always use units on your answers and label graphs completely and clearly, including scales and labels on axes.
- If you used a graphing calculator in your solution, explain your process. If you used a graph to solve, you must draw the graph and give full detail and information.


## MATH IS NOT A SPECTATOR'S SPORT.

To achieve mastery in the subject one must practice.

You should be planning to do at least 3 hours of studying every day. This consists of webassign, writing assignments, reading the text, reviewing previous assignments, and preparing for exams and quizzes. Just having written problems, worksheets and Webassign, one will be busy.

