## **Homework Format**

- The class grader will score the homework
- Homework can be submitted by e-mail, send it to the grader and cc to me.
- All work containing more than one page must be stapled no paper clips and no folded corners. In order to facilitate grading of homework problems, homework shall meet the following specifications:
  - 1. Hand written or typed <u>single-sided</u> on 8.5"x11" paper.
  - 2. If not typed then for text and equations, use an HB or No. 2 pencil (or darker), or blue or black ink. (Pencil is preferred.) No other colors please, except in diagrams or graphs.
  - 3. All pages should be numbered i/j in top right hand corner, with your name appearing at the top of each page. It is O.K. to use your initials after the first page.
  - 4. All work must be shown for full grade be as thorough as possible.
  - 5. Writing should be legible and literate if the grader cannot read your handwriting, you will receive no credit for the problem.

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- 6. Answers are to be boxed and right justified, with the variables, values (if any) and units (if any), included in the box. Right justified means placed on the right side of the page.
- 7. Leave half an inch between consecutive parts of a question, and draw a line across the page at the end of each complete question.
- 8. No part of a question should appear in any margin of the paper.
- 9. Diagrams and graphs should be of a good size (say at least 3x5 sq. inch), and may contain colors. Diagrams and graphs must be titled, labeled, and clearly drawn. Tables should also be titled.
- 10. Graphs should be scaled (put number on axes), labeled (put names /units on axes), and titled at the bottom of the graph. Any graph which occupies an area of less than 3x5 sq. inch and which is not titled will not be graded.
- 11. Where possible use conventional units such as bits/sec, Hz and km