

Math 2250

Writing Suggestions for Submitted Work

The following ideas might improve your work. Samples of handwritten work may be found at the course web site. Items 1-5 are suggestions, not rules.

1. Use engineering paper or plain white paper. Lined notebook paper and graph paper are not acceptable for mathematics, because they introduce flaws in vertical white space.
2. Reports are hand-written in pencil. They start with a problem statement followed by the book's answer or by a final answer summary. Attach computer code, graphs and long details at the end, like a tax return, but only when it is appropriate to do so. Generally, a summary suffices, or a statement like *maple computation*.
3. Mathematical notation is on the left, text on the right, about a 60% to 40% ratio. One equal sign per line. Justify equations left or align on the equal signs. Avoid equations that drift left and right or are written at an angle. Insert ample vertical white space between equations. Expected is the use of **abbreviations**, e.g., **LHS** and **RHS** to expand the sides of an equation.
4. Text is left-justified on the right side. It includes explanations, references by keyword or page number, statements and definitions, references to delayed details, like long calculations, graphics and answer checks.
5. Differences between the book's published answer and your answer should be explained, e.g., theirs is $y = x$ and yours is $y = e^{\ln x}$.

Rule 1. Every report has an answer check. For problems with textbook answers, it is usual to see *the answer matches the back of the book*, or briefly **B.O.B.** For problems without a textbook answer, a full answer check is expected.

Rule 2. An exact copy of the solution manual presented as your own solution is not cool. Enough said.

Maintain copies of your work. Use your **book mark** to journal homework. Send an email inquiry to resolve questions about unreturned work.