

## HOMEWORK SUBMISSION GUIDELINES

JOHN VOIGHT

Homework submitted must meet the following requirements.

- (1) Write your name and the date in the header.
- (2) Do the problems in consecutive order.
- (3) Write out the problem statement completely and write your solution below it, leaving space. Clearly indicate where the problem statement ends and your solution begins.
- (4) Unless otherwise specified, the problem is asking for a complete, rigorous proof. Every statement you make must be justified.
- (5) Papers must be stapled (or paper-clipped), nothing loose.
- (6) Do the homework in pencil or in pen (blue or black).
- (7) Do not tear out pages from a spiral notebook; use clean-edged paper.
- (8) Do not use grid paper (the vertical lines are a useless distraction): ruled paper is of course fine.
- (9) Use legible handwriting.
- (10) Do not submit scratchwork. It is acceptable, of course, to turn in a partial solution.
- (11) Show your work, but be concise.
- (12) Proofs should be written in complete sentences with good logical connecting words.
- (13) Never use a symbol that you have not defined.
- (14) If you work with someone, according to the rules for collaboration, please list them as a collaborator in the header.

Work which does not meet these requirements may be returned ungraded, or at the very least with a big frowny face.