

## MA153/MA255 Graded Homework Format

(Adapted from Harvey Mudd College Department of Mathematics)

**“Be logical, neat and organized in your work.”**

An important aspect of learning college-level mathematics is being able to effectively communicate your thoughts and work. In MA153 and MA255, much of your communication will be evaluated through your graded homework. Therefore, it is important that your homework be clear and concise. The presentation of your work is often just as important as the work itself – what good is great work if it can't be understood?

Here are some suggestions for you, the student, as you prepare your graded homework.

- All writing should be neat and legible.
- Multiple pages should be stapled before coming to class.
- All work should be on the front of each sheet – nothing on the backs.
- Spiral bound notebook pages should be neatly trimmed – no hanging chads.
- Name and page number should be placed in the top right-hand corner.
- Leave the left- and top- margins blank for grading and comments.
- Present your problems in the order they were assigned
- Each problem should be clearly labeled with visible separation between problems.
- Each solution should begin with a re-statement of the original problem.
- Each solution should be neatly written – do scratch work on a separate page.
- If required, use sentences to explain your thought process.
- All work will be in compliance with the Documentation of Written Work.

### Sample Format

The diagram illustrates the layout of a homework page. It features a large rectangular frame. At the top left, a small box labeled "Staple" is positioned. At the top right, a box labeled "Name & Page" is shown. On the left side, a vertical grey bar is labeled "Leave blank for grading and comments". The main content area contains three problem-solution pairs, each separated by a blank line. Each pair consists of a problem statement (e.g., "12.1.2 [problem statement]") followed by a "[neatly written solution]".