

Ten Commandments of Graded Work

1. Show your work so that a peer could follow your reasoning.
2. When you get stuck, consult with classmates, come to office hours, or send me an email.
3. Use separate paper, and label your problems. Do not squeeze work or answers into margins.
4. Illustrate with sketches where appropriate.
5. You may always use a calculator to do arithmetic.
6. Unless instructions say “by hand”, you may use software (e.g. Wolfram Alpha) to do non-arithmetical calculations, e.g. integrals.
7. Solve analytically (algebra, trig, calculus) unless I say to do it graphically.
8. Don’t round your answers from intermediate steps. Rounding error can compound.
9. Unless otherwise specified, final answers can be rounded to 3 or 4 significant digits.
10. If an “exact” answer is required, $\sqrt{2}$ is correct, but 1.414213562 is not.