

# Homework Grading Policy

For full credit all of the following must be included:

- Homework shall be done on letter-size (8.5" x 11") paper.
- Staple together pages of your homework in the upper left corner of the paper. No paper clips or any other devices to connect the pages.
- Write your name in the upper-right corner of at least the first page.
- Start each new section on the front side of a new page.
- Label the section and problem numbers on the top middle of the page the section starts.
- Make your work neat and clear so that I can read it. Use a straight edge for graphs.
- All problems must be complete with the correct answers and all work must be shown
- Box or highlight your final answer.
- Only the assigned problems should be included.
- All assignments are due at the start of class the day they are due.

## Sample Written Homework

Upper Right Hand Corner  
First and last name

Top Line  
Section number and problem numbers

Body of Paper  
Problem number clearly labeled; information for problem written out neatly

Underneath Problem Statement  
All steps shown; always include appropriate diagrams

## Tips For Doing Homework

- Dedicate time daily to work on this class.
- Keep all homework for this class in a notebook.
- Use both sides of the paper for writing solutions.
- You will get more out of doing your homework if you work on it in many short sessions as opposed to fewer long sessions.