Homework guidelines  
Math 75

The assigned homework is selected to help you learn the necessary material for this class and to have the opportunity practice problems like you will see on exams. If you need additional practice, you may choose to do additional problems. Please be aware that I will not struggle to read your work. I must be able to easily read and understand your homework, or you will receive a zero (0) for that assignment.

Here are the things I expect to see on a good homework paper:

1. **Heading.** On the upper right side of your homework, include your name, the course number, and section number of the assignment, and the date. Example:
   
   Jane Doe  
   Math 75  
   Homework 1.7  
   1/9/09

2. All homework must be done in pencil and I want to see all your work. Answers are good, but it is the process you used to get the answer that tells me whether or not you understand. First write the directions for the upcoming set of problems. Write down the entire problem (except in the case of a story problem*) and then show all your work in solving the problem. An answer must have supporting work to be acceptable. If there is no “work” to be done, at a minimum be sure to write the original problem and then your solution. It may be necessary to write a sentence to two explaining your process in coming to your solution…it is to your advantage to use words on your math homework!

3. **Leave space** between problems. I need room to make comments and it is also much easier to read a paper that is pleasing to the eye. Work problems VERTICALLY down the left-hand side of the page. If there is room on the same page, continue working vertically down on the right side, so your work appears in two columns.

4. *For word problems, follow the steps outlined on p. 76 of your textbook. Include all 4 steps on your homework.  

   UNDERSTAND the problem. Read the problem carefully and do one or more of the following as appropriate: rewrite the problem in your own works, draw a picture, estimate a solution, try a “guess and check” solution.

   TRANSLATE the problem. Write the problem in short form using words, and then translate to numbers and symbols.

   SOLVE the problem. Carry out the indicated operation from the previous step.

   INTERPRET the results. Check your answer in the original problem. Does it make sense? Write your results with the correct units (i.e., miles, feet, kilometers).