

## Policy and Guidelines for the preparation of assignments

1. **Information.** Assignments should be written on one side only on standard  $8.5 \times 11$  paper. The head of page one *must* contain
  - (a) Student's name and ID printed legibly.
  - (b) Course name and number, lecture section, assignment number, date.
2. **Staples.** Assignments must be stapled: markers are not responsible for lost pages of unstapled submissions.
3. **Neatness.** Neatness is essential: write legibly and set out solutions clearly. Markers may give reduced marks (or even zero) for messy or illegible work.
4. **Mathematical Presentation.** Arguments must proceed in a connected logical sequence. 'Correct' answers arrived at by faulty reasoning are not acceptable. Solutions containing statements which are either false or nonsensical will be penalized.

Your solution must be able to be read as a logical piece of mathematical reasoning. Each statement must follow from preceding statements. Reasons behind your deductions must be given clearly and succinctly.

CREDIT WILL BE GIVEN NOT ONLY FOR A CORRECT ANSWER BUT ALSO FOR PROPER MATHEMATICAL EXPOSITION.
5. **Late Assignments.** Late assignments will not be accepted unless by prior arrangement with a marker.
6. Discussing problems with other students can be helpful. However, YOUR ASSIGNMENT MUST BE YOUR OWN WORK. Plagiarism is subject to University regulations on academic misconduct.
7. Tutors in continuous tutorial rooms will not answer directly questions on the homework papers.