Documenting your work in Math 3345

Written work that fails to meet the requirements below will be marked “U” ("unacceptable").

Use clean standard letter-size paper in the portrait orientation and staple all your work that is at least two sheets long. I recommend that you should buy your own stapler if you don’t have one. Leave at least standard-sized margins: 1" left and right, and $1\frac{1}{4}$" top and bottom. Occasional overspill is acceptable. In the upper right hand corner of the front page, put: your name, “Math 3345 1:50”, and “Instructor: A. Thamrongthanyalak”.

You may either type or write your homework. You may use either pen or pencil in your handwritten work. In either case, make sure that it is readable; you may ask your classmate or friend for an honest opinion on the readability. Do not cramp your work: one sheet extra would hugely improve readability. Do not write in multiple columns. Do not use bullet points writing. Your work is not a presentation or source code of a program.

You should proofread your work at least once before turning it in. Make sure that your work is easy to read and you use complete sentences with clear meanings (sentence fragments do not belong to your final work). If you need to cross out many words (or sentences) in one page, you should rewrite the whole anew. This will be a good practice for you also because you can summarize your idea and reorganize your argument one more time.

Do not assume that readers know what you are implying. It is your job to convince them. Your argument must be understandable by everyone who is taking this course; do not assume that readers are math veterans.
Do not use abbreviations or symbols to avoid proper English words.

Do not use abbreviations that haven’t introduced in this class or in the textbook. Do not use * for multiplication, ∅ for 0, 1 for “True”, 0 for “False”.

Always identify clearly what you intend to prove (or disprove). Also, at the very start of each proof (or disproof), you need to write “Proof.” (or “Disproof.”)