

## Complex Variables • MATH 322 • Guidelines for Write-Ups

### **Principles of Written Communication:**

- the point of written work (not just Math 322) is to communicate ideas to the reader.
- the quality of this communication also reflects on your level of understanding.
- consider your student colleagues to be the target readership; this is the level at which the graders will be evaluating your work. (If your course colleagues can't understand your written work, then it is unlikely the graders will.)
  
- in producing your own work, focus on: clarity, conciseness & correctness.
- **clarity:** use keywords to explain, not just algebra; organize around key ideas; produce clearly labelled plots & graphics . . .
- **conciseness:** streamline your presentation, don't just "dump some math"; eliminate unilluminating algebraic steps, . . .
- **correctness:** absolutely. identify simple checks, . . .

### **Grading Scheme:**

- please begin each problem on a separate page – it simplifies the organization for the graders.
- do respect the page limits (conciseness matters).
- for 10-point problems, roughly 7-9 points are awarded for correctness & clarity of thought. The remaining points go to presentation. More difficult problems will be graded less on presentation. Similar grading schemes will be applied to 15- and 20-point problems.
- incompletely annotated graphics may not receive full points.

### **Principles of Graphical Presentation:**

- do not include scripts/code/worksheets/output with write-ups; include as appendices if absolutely necessary.
- label figures completely; must have titles, axis labels & legends.
- identify the important features (don't leave it to the reader to find). Please annotate all figures, that is, write directly on your plots.
- on computed graphics, state all necessary equations & parameters on the plot page (the reader should be able to reproduce the plot).