Instructions for Homework

Notations:

Dash: The use of a dash means that all problems should be completed beginning with the number to the left of the dash and ending with the number on the right of the dash. For example: 41-48 means do problems 41, 42, 43, 44, 45, 46, 47, and 48.

ODDS or EVENS: "ODDS" means do the problems that are odd-numbered (problem numbers are not divisible by two). For example, 41-48 (ODDS) means do problems 41, 43, 45, and 47. "EVENS" means do the problems that are even-numbered (problem numbers are divisible by two). For example, 41-48 (EVENS) means do problems 42, 44, 46, and 48.

Commas: Commas are used to separate problem numbers in lists of problems to be completed. For example: 41, 42, 43, 44, 57 means complete the 5 problems indicated by the numbers in the list.

Copying the Problems: For each problem, copy the directions, the problem and any accompanying charts, graphs, figures and/or tables.

Showing work: In order to receive full credit for your homework, all work must be shown. Follow the guidelines below in deciding what "showing all work" means.

One-step problems: In problems involving only one-step, copy the directions and the problem, and then write the answer. For example: Problem in book: 14+45. Work on your paper: 14+45=59

For problems involving graph or chart reading: Copy any directions along with the chart or graph and write out the solution to the problem.

Multi-step problems: Copy the directions and the problem and show all of the steps in working out the answer. For example: Problem in book: 4+3-(5-3)
Work on your paper: 4+3-(5-3)
=7-2
=5

Word problems: Copy any directions and the word problem. Write a statement identifying the unknown quantity that the variable stands for, write an equation for the word problems, solve the equation showing all steps, and write a statement translating the result into English words.

Geometry problems: Copy any directions and the problem, including any figures given in the problem. Write a formula for the problem, show the known values plugged into the proper places, and simplify and/or solve, as appropriate.
Neatness and Organization: Work must be neatly shown with answers clearly indicated (circling the answers is a good way to highlight them). Problems must be in order and organized in a way that makes your work easy to follow.

Instructions for Practice Sets

Showing work and copying problems: Practice sets are for your own benefit, and the manner in which you write down your work is up to you. You must, however, at a minimum copy the problem and show all steps. The best practice would be to follow the directions above for graded homework when you are doing the practice sets. Please do circle your answers.

Grading your practice sets: When you have completed a homework set, go back and check your answers by comparing your answers to the correct answers listed in the back of the book. If you missed a problem, go back and redo it until you get it correct. When you are finished with your homework (but before the class date on which that practice set is due) record your grade on the grade record sheet by listing next to the number of the practice set on the Grade Record Sheet the number of problems that are still incorrect.