

## Mr. Curry's Expectations for Mathematics Assignments

With regard to all mathematics, pre-algebra and algebra assignments in grades 5 through 8, the following written guidance supplements and supports that which is provided orally and within the *Classroom Procedures*. I expect neat, well-structured, well thought out, high quality written assignments. You should:

- 1. Use the lines on correctly sized graph paper.** Graph paper sized 8 ½" x 11" is a requirement for every handwritten assignment, including those for which a worksheet has been provided. If your work is digitally completed in *Notability* (grades 6-8 only) use the graph paper with the most blocks per inch. The graph paper grid lines are there for a reason. Use them. "Hanging chads" along the paper margin are unacceptable. If you don't have graph paper at home for some reason, and you think using notebook paper is okay, *think again*. Check for internet sites that will allow you to print out graph paper at home.
- 2. Construct a proper heading.** All papers are to be properly headed per the *Classroom Procedures* as may be modified by the teacher for digital submission. If the assignment is a worksheet with pre-printed spaces, you may use them in lieu of providing the requested data for the upper right hand corner *only*. Your unique number is still required in the upper left-hand corner.
- 3. Design your paper with proper margins.** Written work should not begin until skipping at least one line below the heading. Students working with pencil and paper are to leave a 1-inch margin from the left edge of the paper before beginning work and strive for at least ½ inch to the right. Digital work done in *Notability* must be contained within the gridded area.
- 4. Be neat!** All work is to be done neatly and in pencil unless you are authorized to submit your work digitally. In this case, the written work must be completed with a stylus and submitted in a readable color other than red, light purple, and dark green. Write the problem down and show your work. Simply jotting an answer down is unacceptable except on rare occasions that are pre-approved. Erasures are okay. Cross-outs are not! Use a straightedge for the creation of all pencil lines intended to be straight. Digital lines must be aligned to the digital graph paper. Skip lines or columns between problems both horizontally and vertically.
- 5. Provide clarity to your organization.** Problem numbers should be circled (e.g.  $\textcircled{16}$ ) or otherwise clearly indicated, and no more than two problems should be placed across the paper. If you are doing two-column work, be sure to show where that second column's left-most margin begins by folding the paper in half (digital users have no need for two-column work). Use of the front *and* reverse of your paper is okay.
- 6. Identify the problem and the answer.** Write down all "given" information. Answers should include units and be boxed or highlighted so that it is easily identified, e.g. **35 km** or  $x = 37.5$
- 7. Do every assigned problem.** If you cannot complete a problem for some reason, I expect it to be written down on the paper word for word, and I expect you to leave ample space to work the problem along with an explanation of what it is you don't understand and with which you were unable to get assistance. "IDK," "?," a blank space, and "I don't understand" are examples of *unacceptable* entries on your submission.
- 8. Check all of your own work.** Although calculators are generally not used in the classroom, you may check your arithmetic with a calculator at home, if desired. Furthermore, if assigned problems have answers available in the book, I expect you to check your answer against the key *after* working the problem. If you get a problem wrong, you need to find out how to do the problem correctly by consulting the text, consulting family or friends, or visiting me prior to submitting the work (other than at the beginning of class). When we correct work in class is not the time to fix your homework. Student corrections in class will be done in red.
- 9. Expect full credit only if your paper meets these guidelines.** When papers are returned, read any remarks provided by the teacher. "PSM" will occasionally be found on your paper. This means *Please See Me*. Bring the paper with you when you come to see me at break, lunch recess, before or after school. Ask me to initial the "PSM" to indicate that we have talked about the concern I observed with your work. Codes for feedback to students are contained on the second page of this document.

## Homework Review Codes

Code	Meaning
2CW	Only a <i>maximum</i> of two problems across a page. If you do <b>2</b> Column <b>W</b> ork, follow guidance!
DAT	<b>Do As T</b> asked!
FTD	<b>F</b> ollow <b>T</b> he <b>D</b> irections! Did you really RTQ and DAT? Probably not.....
HA	<b>H</b> ighlight <b>A</b> nswers in accordance with guidance. Neatly boxing answers suffices.
HI	<b>H</b> eading <b>I</b> mproper. Check <i>Expectations for Math Assignments &amp; Classroom Procedures</i>
<b>HQW</b>	<b>H</b> igh <b>Q</b> uality <b>W</b> ork! Well done! Sometimes results in extra credit, but not always....
INC	<b>I</b> NComplete. You are missing at least one problem and did not WPD with explanation.
Lbl	Label your work. Usually refers to graphs, but not always. Could be missing units.
Mar	<b>M</b> argins are not in accordance with guidance and/or lines not skipped as required.
NCD	<b>N</b> ot <b>C</b> orrected
NEW	<b>N</b> ot <b>E</b> nough <b>W</b> ork. Problem(s) require that you show how you arrived at the answer.
NNN	<b>N</b> o name, <b>N</b> o number, <b>N</b> o credit! Put this work in your portfolio for credit at end of quarter.
<b>PSM</b>	<b>P</b> lease <b>S</b> ee <b>M</b> e. Let's discuss this work and I will initial the "PSM" to indicate we <i>did</i> talk.
RTQ	<b>R</b> ead <b>T</b> he <b>Q</b> uestion! Is this what you were asked to do???
SLOP-E	Just like it sounds: your work is <b>SLOP</b> py
USE	<b>U</b> se a <b>S</b> traight <b>E</b> dge or a template. Your lines are most probably crooked and/or sloppy.
WPD	<b>W</b> rite the <b>P</b> roblem <b>D</b> own! Do this even if you can't figure out how to do it.
WTD	<b>W</b> rite <b>T</b> he <b>D</b> irections down for each section of your homework. Use the instructions from the text unless they have been modified by the teacher.
*All codes listed (except those in green text), if appearing on your paper, may contribute to less than full credit on an assignment.	

2CW	HI	NCD	WPD
DAT	INC	NEW	WTD
FTD	Lbl	SLOP-E	<b>HQW</b>
HA	Mar	USE	<b>PSM</b>