

TAM 210/211 - Written Assignment 1 Instructions

To teach you how to prepare your analyses in a logical manner, you will be asked to submit an INDIVIDUAL assignment. Find below the requirements and guidelines for this written assignment:

1. Solutions should be NEAT. Do not cross out text or drawings. Make sure erasures are complete, i.e., that the previous text does not show through.
2. Your name and discussion session number must be printed legibly on the top of the first page.
3. Use plain white paper (with no lines) or engineering paper. It is acceptable to recycle, i.e. use the clean back-side of used sheets of paper.
4. Use proper units in case numerical values are given.
5. Use half page per problem.
6. Scan your report and save it in pdf format. Files in any other format will not be graded.
7. While scanning make sure you scan all the pages of your written report in ONE pdf file. We will only grade a single pdf file.
8. Your scanned work must be in portrait format.
9. IN SUMMARY, WE WILL ONLY GRADE REPORTS UPLOADED AS A PDF FILE, SINGLE DOCUMENT, PORTRAIT FORMAT! NO EXCEPTIONS!! Submitted assignments that do not comply with these guidelines will receive a ZERO score.

How to submit a written assignment

1. Written assignments will be posted on compass 2g. Please log into compass 2g and go to course content, and click on the folder "Written Assignments"
2. Click on the available assignment, for example, Written Assignment 1
3. To save/read the problem statement, click on the attached file, e.g. WA1.pdf
4. To start the submission process, click on "Browse my computer" and select your scanned document.
5. After you are finished uploading your document, please click on "SUBMIT" to complete your submission.
6. You must be able to open your document from compass. Check the preview to verify your submission was completed successfully. Note that this preview cannot be upside down; TAs will be reading and grading your report directly from compass and will NOT download your document. If the document does not appear correctly on compass, your assignment will not be graded and therefore you will receive a zero score.
7. These assignments are due at 11:59pm. Late reports will not be accepted (you will not be able to upload it on compass 2g). No exceptions. DO NOT SEND YOUR LATE WRITTEN REPORT BY EMAIL.