

CHECKLIST FOR MATHEMATICAL WRITING

- Everyone in the group agrees that you have a correct solution before someone writes it up.
- The problem to be solved is clearly stated.
- If a word problem, the answer is stated in a complete sentence that stands on its own.
- A precise and well-organized explanation is given for why the claimed result is true (this is not always the same as how you got the answer).
- Diagrams, tables, graphs, etc., are clearly labelled.
- Formulas and computations are incorporated into the writing, not separate.
- All variables, notation, and terminology are defined (especially important in word problems).
- Acknowledgment is given when it is due (if you have received help from someone outside your group or from some book other than our text).
- Writing is in complete sentences. Correct spelling, grammar, and punctuation are used.
- The write-up addresses the problem that was posed (it's okay to do more if you see that the problem generalizes nicely).
- The write-up would be informative to another student taking this course.