18.100A Office Hours and Assignments: Information and Rules

OFFICE HOURS

Mon, Wed 2:00-2:25 in 4-163: I'll stay in the classroom if anyone in class that day has questions or wants to consult about a past or future assignment. (If any day I won't be able to make it, that will be announced in advance on the current assignment.)

Thurs. 3:10 - 5:00, in E18-314, or later on request; call 3-4345; directions at end.

Other hours by appointment (mattuck@mit.edu, Ext. 3-4345 (617-253-4345; has voice mail). You can send e-mail questions any time; I get it by desk-top, not by mobile phone or laptop, so the answer may take some time coming.

TA/grader: An appointment will be announced, including an office hour.

ASSIGNMENTS

Frequency In general, there will be two assignments per week (fewer in exam weeks), due on Monday and Friday. They will be graded and returned the following class period (i.e., on Wed. and the next Monday), with printed solutions. **To pass 18.100A, at last 3/4 of the assignments must show reasonable effort and have been handed in on time** (or be in accordance with permissions to hand them in late – see below.)

Handing in Assignments are due on the front table in 4-163 between 1:00 and the start of lecture; after that, they will be considered late. (There's a class in 4-163 until 1:00.)

If you aren't going to be in class that day, you can slip the assignment (stapled!) under my door (E18-314; see directions at end, reverse side) any time during the morning before class, up to 12:50. After that, it has to be handed in as above, in 4-163.

Late papers These will be treated like on-time papers, provided permission for a new due time has been obtained in advance and followed. If not, they will be recorded as having been handed in late and looked at, with some partial credit given if appropriate.

Handing out The assignment (reading and problems) will be posted on the website
$$http://math.mit.edu/{\sim}apm/f15\text{-}18100A.html$$
Mon. or Fri. after class, since it might depend on what was actually covered that day.

Solutions will not be posted; printed solutions will be handed out in class with the returned graded problem sets. Returned problem sets not picked up in class will be placed in an envelope outside my office (E18-314), with the printed solutions stapled to them. If you miss getting a printed solution (for example, by not having done that assignment and not being in class the day the solutions were handed out) I'll leave a few in an adjacent envelope outside my office, or you can copy another student's.

RULES

In general, collaboration on problem sets (other than than the first) is allowed, but your paper must be thought through and written up independently. Copying a collaborator's solutions teaches you little and explaining away the resulting inconsistently low exam score can strain your imagination. Put at the top of the paper the names of any collaborators.
Consulting problem set solutions from any previous semesters or getting them from the internet is not allowed. Apparent violations will be taken seriously.   *over* →

STYLE

1. Write **DARK ENOUGH** and **LARGE ENOUGH** and **LEGIBLY ENOUGH** to be easily read by someone with less than average vision (me for instance). Subscripts should be placed where they belong – below ground level – but be large enough to be readable.

2. **Leave margins on both sides and top and bottom** (international students in particular often don't do this – I don't know why).

3. Keep writing solutions on the same page until you think the next one won't fit; then start it on a new page – a solution should lie if possible entirely on one page,

4. Follow the stylistic recommendations in the book – they make math easier to read.

5. Solutions in TeX or other math processors are acceptable if they are written in good math style: using display lines for equations and formulas, lining up equations, etc..

NOTATION

There are three types of problems in the book; don't confuse Questions with Exercises and end up doing the wrong problem!

Questions: Q1.3/2: Question 2 in section 1.3 . These occur **at the end of each section**: they are short, easy, meant to test the ideas, and have Answers at the end of the chapter. Use the Answers only to confirm your own, or just for a quick glance and hint.

Exercises 1.3/2: Exercise 2 at the end of Chapter 1, tied to section 1.3.
These are tied to a given section and use the techniques explained in that section; look through that section for ideas or similar examples.

Problems P1-3: Problem 1-3, the third problem at the end of Chapter 1. These are at the end of the chapter, but not tied to a specific section – anything in the chapter might be helpful in solving them.

The notations refer to any of the eight printings of the book. If you have one of the printings 1-7, and a correction to an exercise or problem is required (rare), an asterisk * will appear, and you should look it up in the **list of corrections to printings 1-7** (a link to it is given on the 18.100A website, in the 18.100A Textbook section).

DIRECTIONS TO MATH DEPT IN EXILE

Building 2, the long-term home of the Math Dept. is in the final stage of a 2.5 year renovation – in January we will move back. The Math Department offices during this time are in E18 on Ames St., across the street from the Biology Building.

To get to my office E18-314, enter E19 at 50 Ames St. Mon-Fri 8-6 (staff holidays excluded); take the elevator to the 3rd floor and follow the signs to the Math Dept: go through the first set of doors, then almost immediately left through a second set (marked E18-301), and walk a short distance down the corridor to E18-314 on your left.

The building can be entered outside of these hours by tapping your MIT ID on the outside black box near the door, but the doors to the Math Dept on the 3rd and 4th floors will be locked. If you have an appointment and know I am in, call my office on your cell phone, and I will meet you and open the doors to the Math 3rd floor.