Wave Propagation • APMA 935 • Guidelines for Write-Ups

Principles of Written Communication:

- the point of written work (in general) is to communicate ideas to the reader.
- the quality of this communication also reflects on your level of understanding.
- consider your student colleagues to be the target readership.

- in producing your own work, focus on: clarity, conciseness & correctness.
- **clarity:** use keywords to explain, not just algebra; organize around key ideas; produce clearly labelled plots & graphics ...
- **conciseness:** streamline your presentation, don't just "dump some math"; eliminate unilluminating algebraic steps, ...
- **correctness:** absolutely. identify simple checks, ...

Principles of Graphical Presentation:

- label figures completely; must have titles, axis labels & legends.
- identify the important features (don't leave it to the reader to find). Please annotate all figures, that is, write directly on your plots.
- on computed graphics, state all necessary equations & parameters on the plot page (the reader should be able to reproduce the plot).

Reports:

- reports need not be word processed, but must be legible.
- cooperation/collaboration must be acknowledged: please include help from colleagues, TAs and the instructor.
- give all library and web-based references; include references to lectures as well.
- elementary steps should not be shown, use a written description instead (eg. *... solving this linear system in x and y gives ...*).
- **matlab/maple codes will not be read as part of your reports**: include only as an appendix if absolutely necessary.
- close your write-up with a statement of what was learned from working the problem.