

A. Ethics of Homework Production

Homework is given to promote learning. The guiding principle when determining whether a specific action is appropriate is as follows: Does your approach maximize your learning? For example, a verbal discussion of the general solution approach can improve learning and efficiency. In addition, comparing answers after individually completing a homework problem can improve learning, because it enables you to catch and correct mistakes and misconceptions. However, copying the methods, solutions and/or answers of your classmates does not provide you with the practice necessary to learn the material. Similarly, using the solutions manual is not an effective way to learn. *Solutions that are not your own, such as solutions manuals, online solutions, solution archives, solutions of other students, etc., shall not be used to complete homework or any other class work. You shall not allow any of your class work to be copied or used by other students.*

Violations of this section that come to the attention of the faculty will be handled as violations of the WWU Academic Integrity Policy. See:

<http://www.wallawalla.edu/academics/academic-administration/academic-policies/academic-policies/academic-integrity-policy/>

Typical sanctions for a confirmed violation may include a zero on the assignment, a reduction in grade for the course, and community service. For especially serious or repeated violations, the sanctions may also include suspension or expulsion from the School of Engineering.

The School of Engineering's professional-work-ethic standard benefits the student, faculty, and school. It is based on trust such that all those bound by it will uphold its principles and enforce its policy. It is the duty and responsibility of both students and instructors to promptly report violations of the policy.

B. Physical Format and Labeling

1. Use only one side of $8\frac{1}{2}$ x 11-inch size engineering paper. Watch carefully for teachers that require starting a new sheet of paper for each problem. Computer generated homework need not be on engineering paper.
2. All homework should be clearly labeled *inside* with the following information at the top of the page.
 - Student Name
 - Course Identification
 - Problem Number
 - All Teammates
3. Work should be folded lengthwise with the following on the *outside*.
 - Student Name
 - Course Identification
 - Problem Numbers
 - Due Date
4. Work containing multiple sheets must be stapled in the upper left hand corner.

C. Problem Presentation

The methodology presented below has been created to demonstrate a process that provides a reproducible solution. Mysterious methodologies are not acceptable.

1. Include a problem statement sufficient to enable completion of the problem without referral to the textbook.
2. Drawings, free body diagrams, graphs must be provided and oriented correctly on the page. In certain classes such as Statics and Dynamics, free body diagrams are always necessary and required. If in doubt, draw something. Drawings must be drawn to scale when possible.
3. Present solutions clearly and neatly, explaining steps and assumptions made to complete the work.
4. Final numerical answers must show correct units and must be rounded off to an appropriate number of significant digits. Default precision for answers is three significant figures. Otherwise, precision must be consistent with the problem context.
5. Clearly identify conclusion(s), answer(s) or final design(s), numerical or otherwise.
6. Essay homework problems must be typed.

D. Consequences of Homework Format Violations

Teachers may apply reasonable consequences as they deem appropriate to violations of the format standard above. These consequences may include, but are not limited to, requiring the homework to be redone according to the standard or reducing credit for the homework.