Guidelines on reports

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1. Reports should be clearly written and easy to read for the grader. This means that, on every question, you should present what the question is, how you did it, what results you got and finally what your interpretations and conclusions are. Mere sheaves of computer plots and printed output will NOT be accepted.

2. Preferably you should use a text editor (LaTeX, Word, FrameMaker, etc.) when writing your report, but legible handwriting is acceptable too. Note that assessment of legibility is at the discretion of the GRADER, not the WRITER.

3. Reports should be stapled together and not just clipped, to reduce the risk of fugitive loose pages.

4. Make sure that you present your results concisely and readably:

   - Present numeric data as tables, not as outputs from the matlab window. All word processing programs have nice templates for that.

   - Present plots in immediate vicinity of the accompanying NECESSARY explanatory text, not as appendices or before the text. In order to save figures and graphs in matlab I recommend to use the export feature (to be found under the `File` menu. Use the EPS (or EPS Color, even Level 2 is often possible) file format. It stands for Encapsulated PostScript. Every word processor can import it without quality losses.

   - Captions and labeled axes are necessary but not sufficient. Note that Matlab sets the exponent (say, the 6 in 10**6) on axis tickmarks in a tiny font, legible only for teenagers. Matlab's help system provides hints how to do that.

   - This is very important: If you present a computer program or changes to a computer program, include only the relevant code lines in the text and the whole computer program - if at all - only as an appendix.

5. Finally, check that you have answered everything that was asked for.

Good luck!