These writing assignments are intended to improve your understanding of key concepts and to better prepare you for the larger Group Project writing assignments. It is intended that these smaller writing assignments should be no more than a page in length, and in many instances students will find that they can do a sufficient job with two paragraphs. However, it is imperative that you follow the guidelines I provide herein.

One of the more difficult challenges you will face in your education and professional careers is to succinctly put into writing your valid and useful thoughts, with just enough detail to elucidate the reader without requiring them to do much thinking. You will find this is what most readers want, and many supervisors require. With respect to mathematics, most do not want to know the details. Yet, they all want to be assured that the procedure is valid, and that if they viewed the details they would be consistent with their limited understanding. It is your responsibility to provide such an understanding without many details.

You should follow the outline below for all writing assignments in this class.

- Problem Statement: what is it you are trying to find or solve?
- What formulas or tools do you have at your disposal or that you are using or would like to use? For example, the distance between two points formula, distance traveled formula, volume of a box or cylinder, etc.
- Why is the problem difficult? In my opinion this is the most important aspect of your exposition. Usually this involves the desire to use the formula above, but for some reason you cannot in this setting. Once you’ve pointed out to the reader the difficulty, you can then orient the reader towards your strategy for obtaining a solution.
- What is your strategy for overcoming the difficulty mentioned above? And, why does your strategy overcome that difficulty?
- Why should I be confident that your strategy, and hence your solution, is valid? Can you give me some kind of indication that your results make sense?