**Portfolio Guidelines**

The object is to maintain a current accounting of the work we do. Every exercise and proposition that we encounter is to be included in your portfolio. Each entry in the portfolio is intended to be complete and polished, do not include scratch work (which may indeed be copious).

**Template**

Each of us will develop her or his own mathematical voice in this class. Not every solution will look the same. However, the form of the portfolio should be fairly standardized.

- **Cover Sheet** The first page of your portfolio should be a cover sheet with your name on it:
  
  Math 112 Portfolio
  
  Leonhard Euler

- **Write-ups** Begin each write-up with the statement of the exercise or proposition, followed by your solution or proof. Some write-ups will be two lines long, others may be several pages. Put a clear horizontal line across the page to demarcate successive write-ups.

**Evaluation**

As noted on the syllabus, the portfolio accounts for 15% of your course grade. The portfolios will be collected three times: Friday of week three, Friday of week seven and at the final exam.

Because we will know whether our work is correct by discussing it during presentations and by having graded homework, portfolios will be graded solely on completeness and clarity. Clear and complete portfolios will earn a checkmark, all others will be asked to resubmit within a week.

Keep your portfolio current as you work, it will be too much effort to get it all organized and collated the night before it’s due.

At the end of the quarter, portfolios with three checkmarks will earn the full 15% possible. Two checkmarks will earn 10%, one checkmark will earn 5% and no checkmarks will earn 0%.

In the end, most portfolios will earn the full 15%. This is good because it constitutes a fair bit of your course grade, but the real upside is that you will walk away with an organized and complete collection of your work on which you can look back with pride.