

# Study Guide

1. Attend, pay attention, and take good notes.
2. Keep up with the assignments. The ideas and techniques build on each other. If you don't study for a week, it will be more difficult to understand the current material.
3. For each quiz, a sample quiz will be provided. A **SAMPLE QUIZ** is a list of problems such that
  - **All problems in all quizzes are selected from sample quizzes.** There will be no "surprise problems". If you know how to solve all these problems, you have a guarantee to write an A+ quiz. There is one exception: some quizzes sometimes contain bonus problems, for extra credit. On quizzes like that, students can earn over 100%. Bonus questions might present new or unusual problems.
  - Every problem listed on a sample quiz comes **with detailed solution.** These will be from the textbook and on handouts.
  - With each worked out sample problem, **practice exercises** will be listed, with the correct answers. These will be from the textbook and on handouts.
  - To receive full credit on homework, quizzes and exams, **all work must be shown.** With some sample quiz problems, there will be **guidelines stated** on format.
  - Sample Quizzes are made available to you **a week prior the quiz.** When these are handed out, you need to study them immediately, so that during next class you can ask questions about the material. After your questions are answered, you still have time to study and practice before the quiz.
  - Study these problems and do the exercises. Make sure that you can solve them **quickly, correctly and neatly.** If you solve problems incorrectly, make sure to find out why!
  - If you don't understand something or have difficulties with any of the quiz material, **ask** about it **during class.** I welcome and answer all and any questions. Please note however, that we instructors can only answer questions that you ask. You can also ask me during office hour.
  - Quizzes are **cumulative.** In other words, Quiz 3 will have problems selected from Sample Quiz 1, Sample Quiz 2, and Sample Quiz 3.
4. To prepare for exams, you need to study all previous sample quizzes and sample exams. Sample Exams will also be provided prior to exams.