

# Assignment Submission Guidelines

*All homework assignments must be submitted electronically in PDF format to [csci578@usc.edu](mailto:csci578@usc.edu). Graded submissions will be returned to you electronically in form of annotated PDF files (we will use the reply-email address of your submission). Make sure that you are using a recent Adobe PDF viewer (or a compatible one). Try not to include voluminous bitmaps as it will increase the file size unnecessarily. If you need to draw, use a drawing tool such as PowerPoint or Visio (these tools use an embedded drawing format that typically requires very little memory).*

The subject of your email should include the homework number, instructor's last name, USC-ID number, and your name. For example, if you are submitting homework 1, your USC-ID is "234-54-5555" and your name is "Tom Riddle" then use the following email subject: "HW1, Mattmann, 234-54-5555, Tom Riddle".

Furthermore, please name the PDF file the following way: HW# + "\_" + USCID + "\_" + FIRST-NAME + "\_" + LAST-NAME . So, for Tom Riddle, the PDF file for HW1 should be named "HW1\_234545555\_TOM\_RIDDLE.PDF"

ALL HOMEWORK ASSIGNMENTS ARE DUE AT NOON ON THE DUE DATE.

CAREFUL!

- We will not accept submissions we cannot read!
- We will not accept submissions with incorrect subject lines!
- We will not accept submissions with incorrect PDF file names!
- We will not accept submissions that have unreasonable file sizes (megabytes)!

We will acknowledge the receipt of homework submissions by replying to your email. This acknowledgement will be sent within an hour or two of the due time of the due date (i.e., check for it 2 hours after the official due time/date). It is your responsibility to check for the acknowledgement **on the due date** and, if you did not receive it, resubmit the homework (please CC the instructor and the TAs on your resubmission).

If you are not sure whether you are producing the right kind of PDF file, send a test email to [csci578@usc.edu](mailto:csci578@usc.edu) (subject line: "TEST") and attach a sample PDF file. A TA will make sure the document is readable and respond to you.

Additional details may be announced later. So please make sure to check back as the deadline nears.\_