

## Assignment Submission Guidelines

Homework assignments must be submitted electronically in PDF format to [csci578@gmail.com](mailto:csci578@gmail.com). Comments and point breakdowns for your submissions will be returned to you using the reply-email address of your submission. Please 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, we suggest that you 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:

<lastname>\_<firstname>\_csci578\_<mattmann|medvidovic>\_HW<n>.pdf. For example, if your name is Tom Riddle and you are a student in Prof. Medvidovic's class. The name of the file would be Riddle\_Tom\_csci578\_medvidovic\_HW1.pdf

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

We reserve the right to deduct points from or reject submissions that fail to follow the guidelines.

- 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@gmail.com](mailto:csci578@gmail.com) (subject line: "TEST") and attach a sample PDF file. A TA will check that 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.