

KIN 325 – Biomechanics
Pre-Class “External Brain” Assignment Guidelines

1. **Design**: You should always look over the whole chapter before beginning. Try to see the big picture before diving in. How will this content be best organized? How can you be sure your assignment is both functional as a present and future resource and aesthetically pleasing?

2. **Originality**: You will create your own original document. While you may find it helpful to discuss with peers or friends, the final product should be your own unique creation. In this light please observe the following rules:
 - **Text/Written Words**: Photocopies of text or written words on labels are not acceptable. Please white out any labels and re-label images yourself. If you print them out please make sure you type out the labels yourself.

 - **Images**: Any images you take from other sources (even hand drawing based on another source) should be cited. If there are any printed labels or captions these will have to be removed. Photocopied or downloaded images are acceptable provided you add to them by writing your own labels, adding color, or commenting on it in a way that enhances your learning. **For citations please indicate which book or website the image originated from with the author and title of the book or the web address.** Failure to cite sources will result in a loss of points.

 - **Quotations**: Any information taken verbatim from a textbook or web site must be in quotations and the source must be cited. No more than 25% of your document should be quotations.

 - **Lecture Slides**: Lecture slides may be printed and added to your compiled pre-class assignments for use on exams. However, lecture slides may **NOT** be turned in with the day-to-day pre-class assignments.

3. **Use on Exams**: As long as your pre-class assignments abide by the rules listed above you will be permitted to use them on certain sections of exams. However, should any material in your pre-class assignments not follow the guidelines above you may forfeit the opportunity to use this resource during the examination.