These guidelines are meant to be general. Not every point will apply to every single problem, but many will! *Adherence to these guidelines will be taken into account in grading of the homeworks.*

1. **Draw a picture** and label it.

2. State any values that are given (e.g., rest wavelength and velocity)

3. Write down the relevant equation(s).

4. Do all the algebra before plugging in any numbers, i.e., _solve for any unknown first._

5. Check the number of significant figures in the numerical values given.

6. Plug in numbers, keeping one or two extra significant figures during the calculation.

7. **Include units** on each value and make sure that they combine to give the units expected for the final result.

8. **Round off** the final result to only as many significant figures as were given in the least accurate value given in the problem (see handout).

9. Clearly state units on your final result. **Convert to whatever units make the result easiest to think about and interpret.**

10. Last but not least!! **Examine and interpret** your result. **Comment** on whether it seems reasonable and why or why not.