Gradescope Instructions: for Submitting Work in Math 345

You will be using the Gradescope website to submit your homework. These instructions tell you how to sign up initially, and how to submit your written work.

Signing up for Gradescope the first time.

If you haven't used Gradescope for an **Amherst College** course before:

- Go to `http://www.gradescope.com`, click on "Sign up for free" (which may auto-scroll you to the bottom of the page), and select Sign up as [a] "Student".

- In the signup box:

  - Use the course entry code $\boxed{\textbf{B3GXKJ}}$
  - Use your full name (i.e., first and last name), since some people have similar names.
  - Use your **Amherst College email** address. Or, if you are a Five-College student, use your email address from your own school.
  - Leave the "Student ID" entry blank.

- You will probably get an email asking to set a password for your account, so check your `amherst.edu` email inbox. (Or your email inbox through your own school, for Five-College students.)

Adding Math 345 to Gradescope.

If you **have** used Gradescope for an Amherst course before, and so you already have an account through your `amherst.edu` email, you still need to add Math 345, so:

- Go to `http://www.gradescope.com` and log in.

- Go to your Account Dashboard (click the Gradescope logo at upper left), and click "Add Course" at bottom right.

- Use the course entry code $\boxed{\textbf{B3GXKJ}}$

Submitting written work

To do a homework assignment, first write it out on paper as you would normally. Then **scan it** to create a PDF. There is a **Gradescope App** for doing this via your phone. Alternatively, you can use a scan-to-PDF app like **DropBox** or **CamScanner**, or a printer/scanner, and upload the resulting PDF to our course on the Gradescope website.

If you have a tablet computer, you may write your work there (instead of on paper) and save it as a PDF to submit to Gradescope.

Some students may know the math formatting package LaTeX and may want to use it in Math 345. That's fine, too; if so, you may write up your work in LaTeX and save the resulting PDF.

In short, any method is fine as long as it creates a legible **PDF** file (**NOT a photo**), which you then upload to our Gradescope course.

When submitting the PDF of your work to Gradescope, either via their app or their website (`https://www.gradescope.com`), make sure to:

- Select the course "Math 345, Fall 2025" and the appropriate assignment.

- Upload/submit the PDF of your work for that assignment.

- Don't forget to **Assign** the relevant pages of your document to the problems on the assignment. This is an **important step**, where you are telling Gradescope which problems are on which page(s).

  For each problem, select the page(s) of your submission where your written solution of that particular problem appears.

  You must assign pages to the problems

  or else you may not get credit for your work.

  Gradescope will give you a warning if you try to submit your assignment without having selected pages for all of the problems, or if you have left a page with no problems assigned to it. If you match a problem incorrectly, you can fix by re-selecting the pages.

- Click Save or Submit.

After your assignment is graded, you will be able to see your score on the written problems, along with comments, on Gradescope. You should receive an email notifying you when each homework set is graded. Although portions of these notification emails are automated by Gradescope, I will often include announcements of my own in these emails. So please check to see if I've added such a note before you ignore or delete these announcement emails!