ENSF 614
M. Moussavi

How to hand in your lab assignments:

The following rules apply to all lab assignments in ENSF 614:

1. Using a word processor such as Microsoft Word create your report document and save it, using the following format to name it:

   Lab#_YourLastName_LabSection#

   For example, if student's last name is Smith, for lab 1 in section B01 the file name should be:

   Lab1_Smith_B01

   In future, whenever it applies, and you have the permission to work with a partner the lab report's file name must include both student's last names. For example, if students' last names are Smith and Knight, for lab 1 in section B01 the file name should be:

   Lab1_Smith_Knight_B01

2. Then on the first page, create the following **cover page** for you lab report:

   ```
   Course: ENSF 614 – Fall 2023
   Lab #:  for example, Lab 1
   Instructor:
   Student Name: for example, Denis Smith
   Submission Date: for example, September 17, 2025
   ```

3. In the following pages (page 2 and so on...) you should add the answer to the exercises, in the same order that questions appear in the lab instructions.

4. For the exercises, that you need to submit C++ code, copy and paste your source code into this word document. In addition to the code that you have developed, you must copy and paste any sample-run-outputs of your program/code, as directed in each lab instruction.

   Note: The following information MUST appear as comment –line at the top of each C++ source file (Files with the extensions: .cpp, or .h):

```
/*
 *  File Name: For example, lab1exe_F.cpp
 *  Assignment: For example, Lab 1 Exercise F
 *  Completed by: Your Name(s)
 *  Development Date: For example, Sept 9, 2023
 */
```

5. In some lab assignments you need to draw a memory diagram for one or more points in a C++ program. For these exercises you have the choice of either hand-drawing your diagram or prepare them with an electronic drawing tool on your computer or tablets such as iPad. Then, you must insert the scanned image of your hand-drawn diagrams or saved file into this word document. If your diagrams are in multiple pages, make sure they are in proper order. For example, diagram for point one must appear before diagram for point two and so on.

6. Once your report is ready for submission, save it in PDF format.

7. Test your PDF document to make sure it is a good-copy and is not for some reason corrupted. It means just open the PDF file one more time before uploading on the D2L and review it to make sure nothing is missing or wrong with it. **If your submitted file is for any reason corrupted before being uploaded on the D2L it will not be an acceptable excuse to resubmit your file after the due date is passed.**

8. Before submitting your lab reports into the D2L Dropbox, take a moment to make sure that you are handing in all the material that is required. If you forget to hand something in, that is your fault; you can't use `I forgot' as an excuse to hand in parts of the assignment late.

Important Note:

Marks will be deducted from your lab report if any of the above-mentioned requirements are not exactly followed or missing.