

Getting Started and Registering

Carefully read over the instructions on pages 5-10 of the *LPL* textbook for sending files for grading over the Internet using the program called SUBMIT. For additional instructions, you should refer to the software manual that came with the *LPL* package.

Note that there is no separate, special registration step for this software: *LPL* just registers this software in your name the first time you use the SUBMIT program to send some exercises to GG (the Grade Grinder). SUBMIT will ask you for the registration code that came with the software CD. (Remember, it should be a string something like “L12-3456789”.) That information will be registered for you, and you will have to use that e-mail address and your code any time you send anything to GG.

Using the Grade Grinder To Catch Errors Before You’re Ready to Be Graded

The *LPL* software itself does a pretty good job of providing you with preliminary feedback on your exercises by pointing out some mistakes you might have made. But the Grade Grinder can serve as an extra tutor while you are working on your problem sets and before you are ready to hand them in to be graded. How? Use the “Just Me” option when you use SUBMIT to send your exercises to GG. A few minutes afterwards you will get a report from GG that will point out (some of) your errors and occasionally make a suggestion for improvement. *You may do this as many times as you like on any exercise.* The tutor and I will never see any mistakes that you make in these “Just Me” submissions, and they do not count against you in any way.

Submitting Exercises To Be Graded

When the time comes to submit the final, official solutions for each problem set—the files you want us to grade—you will need to click the “Instructor Too” box in SUBMIT. Where you are prompted for “Instructor Address,” please use my e-mail address for this course:

mark.criley@stanfordalumni.org

Note the dot in the middle of the username between my first and last names. Also note that “stanfordalumni” is run together with no dots. Finally, note that it’s an “org” address rather than “com” or “edu.”

As you are getting ready to submit a problem set to be graded, always make sure that:

- you include *all* of the files required for the Problem Set;
- you include *only* the files required for the Problem Set;
- your files are properly named (see p. 6 of the *LPL* text); and
- you submit your Problem Set only once.

And after you have used SUBMIT to send the problem set, don't leave the computer just yet! Please check to make sure that:

- you get a grade report e-mailed to you from GG;
- your grade report explicitly tells you that a copy was sent to the instructor;
- **you have a saved, backup copy of all of your problem set files**, just in case of emergency;
- that you have not left any copies of your exercises on a public computer for someone else to find and submit.

Getting Software Assistance

Struggling with *logic* problems is part of the learning process that is integral to the objectives of this course. But struggling with *software* problems is *not*.

So if you run into software difficulties, don't struggle with it on your own for too long. Your first response to software trouble should be to consult the *LPL* text and the software manual. Next, see whether the [LPL web site](#) has any announcements that seem to address your problem. But if these don't resolve the problem, please [contact me](#) right away. We will work together to solve your problem.

Written Exercises

Note that some problems (the ones with the little pencil next to their numbers in the book) might require that you write an answer (or part of an answer) out. For these exercises, you may either write the problem out by hand (neatly and legibly, of course) or you may type it up in a digital file and then print it out and hand it in. (Or if you prefer, you may e-mail it to my address for the course with the subject line "Written Portion: PS #" in the header, where "#" is the number of the problem set you're working on.) The deadline for written exercises is the same as for the other exercises.