Recommendations for Writing *Complete* Answers for Concept Problems & Exams

1. Read the question carefully to make sure you answer *all* parts of it.

2. If a calculation is involved, explain why you chose the particular formula or calculation method.

3. Show all of your work and label units if you use a calculation.

4. “A picture can be worth a thousand words as long as some words are used to explain the picture.” Label all of your diagrams, structures, drawings, etc. State in words what you’ve shown with chemical equations, calculations or diagrams.

5. Include chemical equations.

6. Use chemical jargon – especially the jargon that you have learned in CHM 12500.

7. Include explanations for *each* case or example in the problem.

8. Consider exceptions.

9. “Complete” answers will generally require more than one or two sentences.

10. Write your answer assuming that the reader is not familiar with the concept. That is, your answer should include enough information so that someone who is at least familiar with chemistry can understand your explanation. Another way to think about this: “teach” the concept to the reader.