

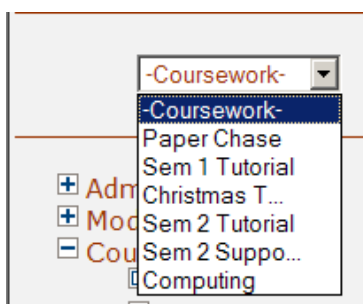
## Coursework Submission

All hard copies of coursework should be submitted to the Mathematics, Statistics and Physics Office on Level 3 of the Herschel Building by the stated deadline. Students should attach a header sheet to all coursework. Header sheets can be printed from NESS.

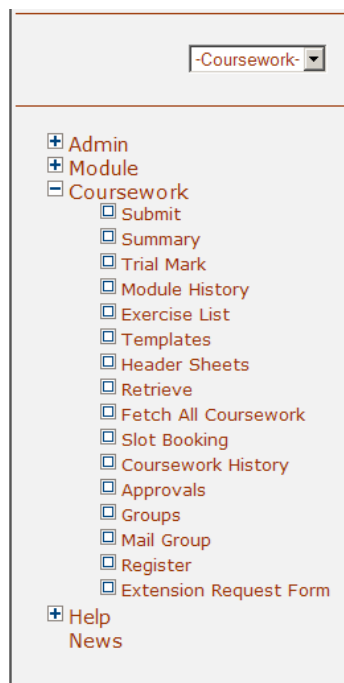
### Printing coursework header sheets

To print a coursework header sheet from NESS follow the instructions below:

- Log into NESS using your University username and password [ness.ncl.ac.uk](http://ness.ncl.ac.uk)
- Choose the appropriate module number from the modules listed along the top
- From the drop down menu box marked **Coursework**, choose the appropriate heading (e.g. Project/Assignment/Problem Solving Exercise etc)



- Choose **Header Sheets** from **Coursework** on the left hand menu bar



- Print one copy of the submission sheet (if you are submitting a group project all participants must print the submission sheet), attach it to your work and hand in to the School office where it will be scanned and a receipt emailed to you within 48 working hours of the deadline.