

mathcentre community project

encouraging academics to share maths support resources

All mccp resources are released under a Creative Commons licence

Supported through FETLAR.

mathcentre (www.mathcentre.ac.uk) has developed since 2002 into a well-used resource base for mathematics support at the transition to university. Whilst many of the common mathematical topics are covered, there is always scope for expansion. With the support of the FETLAR¹ project and Leslie Fletcher, Peter Samuels, Chris Sangwin and Tony Croft, it is now possible for the mathematics community to contribute resources to **mathcentre** through the **mathcentre** Community Project.

At present we are encouraging the contribution of *Quick Reference* leaflets. These often include a small number of exercises with answers and should be no longer than 2 sides of A4 so that the information presented is accessible and not intimidating to students. Used in a support centre setting, a Quick Reference leaflet may be photocopied onto a single double-sided page. If you wish to make any other type of resource available through the **mathcentre** Community Project, please contact community@mathcentre.ac.uk for further information. We welcome the contribution of other types of resources.

Information about creating and uploading a Quick Reference resource.

If you wish to contribute a leaflet you should download the templates which are contained in the zip file `mathcentreCommunity.zip` from the **mathcentre** Community page. The zip file contains the following:

- an Excel template which will contain metadata such as authors name, authors institution and keywords
- a blank LaTeX template
- a formatted Word template
- an unformatted Word template which may be used if the formatted layout does not suit your resource
- an Excel spreadsheet *mathcentre Taxonomy* which contains the mathematics taxonomy used by **mathcentre** and FETLAR
- the **mathcentre** Community Project graphics required if you are using the LaTeX template – *top-2colsgreen-community.eps*

¹ <http://www.fetlar.bham.ac.uk/>

- the Creative Commons graphics required if you are using the LaTeX template - *by-nc-nd.eu.eps*

To contribute a resource, you must submit the following as email attachments to community@mathcentre.ac.uk

- the completed Excel template
- a pdf of your resource not exceeding two A4 pages in length
- either the completed LaTeX template with any accompanying diagrams, or the completed Word template with any accompanying figures

Requirements

To maintain the integrity of the **mathcentre** site, certain requirements are necessary:

- All resources should be submitted by completing the LaTeX or Word templates described above
- Metadata to enable the resource to be located should be supplied in the Excel template
- The author must be a member of staff at a UK university (the submission must be from a .ac.uk email address). If you not a member of a UK university and wish to offer resources, please contact **mathcentre** directly at community@mathcentre.ac.uk.
- Each author must get their submission checked for content and 'typos' by a suitably qualified colleague who, like the author, is named on the leaflet as the reviewer.
- The copyright of the leaflet remains with the author, and this is stated on the leaflet. The resource will be made available on **mathcentre** under the Creative Commons licence CC BY-NC-SA. For further information on this see <http://creativecommons.org/licenses/>. Authors are responsible for ensuring that there are no copyright restrictions on material submitted to **mathcentre**, **mathcentre** will operate a takedown policy in the event of a dispute.
- The LaTeX or Word source, and any figures, as well as the pdf itself will be made available on mathcentre.
- All Quick reference resources should be restricted to a maximum size of 2 A4 pages. If a topic requires more pages, the content should be broken down into smaller chunks.
- At this stage, interest is restricted to mathematical rather than statistical topics. A sister site **stats**tutor is currently being developed.

These instructions are provisional and will continue to be refined as we learn about how contributors use the system. Templates for other types resources will be developed as they are requested.

Please contact us at community@mathcentre.ac.uk