

Using WebAssign

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Getting Started with WebAssign

Before You Start: You should be running a current browser with the latest Java version (download from <http://www.java.com/en/download/>).

Registering: Go to <http://www.webassign.net>. Choose the “I have a Class Key” link right below the “LOG IN” button.

Type in your class key from the syllabus. Verify your class information and create your account.

Write down your login information here so you don’t forget it. You’ll use this to log in on the main WebAssign page from here on out.

Username: _____

Institution: cocc

Password: _____

Paying for Your Access: You will be able to access WebAssign for free during the first two weeks of the term. By the end of that period, you either need to purchase access online from WebAssign with a debit/credit card or purchase an access code from the bookstore. You should have already received an email from me that details your options.

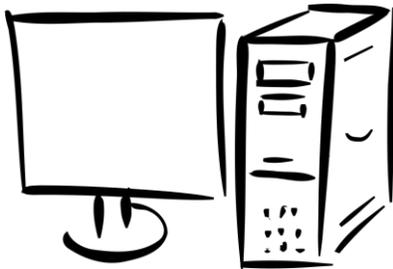
Starting Your Homework: Once you’ve logged in, you should see a list of current assignments in the top left corner of your screen. Click on one of them to access it. For more advice on homework, read the rest of this guide.

Technical Advice

Entering Answers: When you have to answer a question with something other than just a number, an interface will pop up. Take time to explore this interface as soon as you can, so you know where everything is located. These buttons “Functions”, “Relations”, etc. each open up new sets of buttons. However, most answers can be input with just your keyboard. Use shift-6 for exponents.

WARNINGS about Entering Answers:

- *Pay attention to rounding instructions!* WebAssign will always indicate the number of places you should round to. If it does not, that means you’ll need to type in an exact answer (i.e., 3π rather than 9.425).
- *Don’t round until the final step.* Rounding earlier in the process can throw your answer off.
- *Capitalization matters!* If the problem represents a quantity with “b”, your answer will be marked incorrect if you type “B”.
- *The variable name matters.* For example, the solution for $t^2 - 4t + 4 = 0$ is $t = 2$, not $x = 2$.



Navigating in WebAssign:

- Use WebAssign’s own buttons for navigation, not the forward and back buttons on your browser.
- Let your page load completely before you click on anything. Be aware that WebAssign’s servers are busiest in the late evening, so load times may be slower then.

Important Note: You get 5 tries on every question.

Getting Help

Who to Contact:



- **For technical questions, contact WebAssign Student Support.** Reach them at (800) 955-8275, or you can go to the main WebAssign page and click on Student Support in the top right corner. Example scenarios: registration or access problems, pages or buttons won't load, an answer blank won't let you type into it.
- **For mathematical questions, contact me.** Let me know if you have questions about how to complete a problem, or if you think that the answer you input was correct, but it was marked wrong. Use "Ask Your Teacher", as detailed below.

Help Tools in WebAssign: Every WebAssign problem has one or more of the following buttons associated with it.

- **Read About It:** This will take you to the relevant section of the textbook, **not** to the page that most closely deals with the problem. There may not be an example exactly like your problem in the test.
- **Chat About It:** This connects you to an online tutor. You can only use this for free for a very limited amount of times, and I've heard mixed reviews about it.
- **Watch It:** This walks you through a similar problem on a whiteboard with voiceover. Students tend to find this tool very helpful.
- **Practice Another Version:** If you click in the answer box for a problem, you'll be given this option. It allows you to try a very similar problem without using up your submissions.
- **Master It:** This is available for some problems, and breaks a similar problem down into steps. You fill them out and then have WebAssign grade them. This also does not use up your submissions.
- **Ask Your Teacher:** If a particular problem doesn't have an "Ask Your Teacher" button, you can always use the one in the top left corner of each assignment. Details below.

Using Ask Your Teacher:

- **When to use it:** A good time to use this is after you've tried a problem 3 times. Don't wait until you've used up all your 5 submissions! I can see all your previous responses.
- **What to write:** Don't just say "I don't get it"—in that case, I'll just start asking you questions! Tell me what you've thought about or tried so far. Write equations the same way you'd type them into a TI-83 calculator (e.g., $\frac{x^2}{3}$ would be written $(x^2)/3$). If you have a lot of written work you want me to look at, it may be better to scan and email it.
- **My response:** I respond to all help requests within 24 hours (48 hours on weekends), though often much sooner. You can use "Notifications" in the top left corner of your main WebAssign screen to set it up so that you are emailed when I respond. You can find my response by clicking on "Ask Your Teacher" again.

Advice on Approaching Homework

Keep Your Work Organized: My suggestion is that you use loose-leaf paper and a binder for this class. Then you can insert your homework after the appropriate class notes. Number the problems, write down the questions, and show your work clearly enough that you can come back in a few weeks and still understand what you did.

Submitting Answers:

- You may choose whether to submit the whole assignment at once, or one problem at a time. I strongly suggest the second choice.
- If you leave part of a multi-part problem **blank**, that won't count as a submission for that part. So you can get part (a) wrong 5 times, and still try part (b).
- Click on "Previous Answers" to see what you've tried and make sure you don't submit the same incorrect answer twice.

Multiple Choice Questions: For multiple choice questions in WebAssign, you should first try to answer them without looking at the choices; that will prepare you for taking exams better, since you won't have choices there.

Requesting Extensions: You can get a one-week extension on any WebAssign assignment, and the penalty is only 10% (that only applies to problems you *haven't* completed by the due date). Here's how you do it:

- Wait until the due date has passed.
- Log in, and click on "Past Assignments", which is right below the list of current assignments.
- Next to each assignment, there is a choice to "Request Extension".
- You can request an extension any time within the week after an assignment is due. The extension will always be until exactly one week from the original due date.

Final Words:

If you have any questions about the way WebAssign works or its use in this class, please ask!

