



WebAssign Student Quick Start Guide

WebAssign allows you to access your homework, quizzes, and tests—whatever your instructor chooses—at any time of day or night, from any computer with a connection to the Internet and a Web browser. Your instructor creates your assignments, schedules them and decides how many submissions you get, whether you can have an extension, whether you can save your work without submitting, and how much feedback you get after you submit an assignment.

The WebAssign support staff cannot change your username or password, give extensions, change your score, give you extra submissions, or help you with the content of your assignments.

Logging In

You can log in to WebAssign using any Web browser connected to the Internet. There are two different ways to log in to WebAssign. Each requires information from your teacher. If you are unsure about how to log in, please check with your teacher or another student in your class.

Go to the login page at <https://webassign.net/login.html> or the web address provided by your teacher.

If your teacher has created a WebAssign account for you, they will provide you with a **Username**, an **Institution** code and a **Password**. Simply enter this information in the boxes provided and click the Log In button.

If your teacher wants you to **self-enroll** in the WebAssign course they will provide you with a **Class Key**. You will create your own username and password. It is important that you remember this information so you can log in for the remainder of the class.

- Click the **I have a Class Key** button. You don't need to enter any other information on this page.
- Enter the **class key** your instructor provided and click **Submit**. Verify you are enrolling in the correct class on the next page.

Class Key

Enter the Class Key that you received from your instructor. You will only need to complete this once. After you have created your account, you can log in on the main page.

Class Key

Class Keys generally start with an institution code, followed by two sets of four digits.

Submit



- Enter your preferred Login and Student information.
- Click the **Create My Account** button to complete the enrollment process.
- A review screen will display, showing your username, institution code, and password. **Retain a copy of this information.** You will need it to log into WebAssign.

Log In Information

Required fields are marked with an asterisk (*).

Preferred Username * [Check Availability](#)
Your username may contain letters, numbers, and the following characters: underscore (_), hyphen (-), period (.)

Institution Code **webassign**

Password *

Re-Enter Password *
Passwords are case-sensitive.

Student Information

Required fields are marked with an asterisk (*).

First Name *

Last Name *

Email Address *

Student ID Number

[Create My Account](#)

Access Codes

WebAssign Logged in as hall@webassign [Logout](#)
Friday, July 18, 2008 12:36 PM EDT [Home](#) | [My Assignments](#) | [Grades](#) | [Communication](#) | [Calendar](#) [Guide](#) | [Help](#) | [My Options](#)

Calculus, Fall 2008

Home Chris Hall
Instructor: Chris Hall
WebAssign University

WebAssign Notices

Note: The following message is shown to your students. As WebAssign faculty you are not required to enter an access code. According to our records you have not yet entered an access code for this class. The grace period will end Friday, August 1, 2008 at 11:06 AM EDT. After that date you will no longer be able to see your WebAssign assignments or grades, until you enter an access code.

If you have an access code (purchased with your textbook or from your bookstore) choose the appropriate prefix from the menu below. If your access code is not listed please contact your instructor. -or- You may purchase an access code online. [Purchase an access code online](#)

Choose your access code prefix

[Continue without entering an access code](#)
(13 days remaining)

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Once you log in, you may see a WebAssign Notice about entering an access code for your class. You can get an Access Code from any of the following places if you need to use one:

- A new textbook you purchased for the class.
- Your bookstore, which may sell Access Code cards.
- Online, where you can purchase an access code with a credit card.

You have a 14 day grace period to use WebAssign, starting with the WebAssign class start date. During this time you can work on and view your WebAssign assignments without registering a code.



After the grace period is over you will only see the code registration message until you submit or purchase a code.

There are two types of WebAssign access code cards.



The small card requires you to scratch off the silver surface in order to reveal the complete access code.

The larger security envelope card requires you to open the card to reveal the access code number.



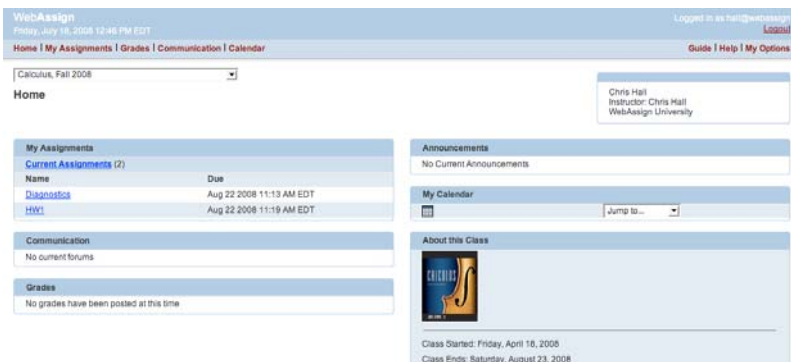
If you would like to purchase an access code directly from WebAssign online, you may do so with a credit card. Your code will be automatically registered to your WebAssign account as soon as the transaction is complete. You will receive an email confirmation. Please keep a copy for your records.

Your WebAssign Home Page

Once you have successfully logged in you will see your WebAssign homepage. If you are taking more than one WebAssign class, you will need to select which class you wish to view first.

The upper right corner features links to a complete Student **Guide**, as well as a link to WebAssign Technical Support under **Help**. If you want to change your password or add or update your email address, simply click **My Options** in the upper right hand corner.

You will see your assignments and due dates listed, as well as any Communications, Grades, and Announcements posted by your teacher.





Answering Questions

WebAssign has a variety of different question types, ranging from multiple choice to fill-in-the-blank to symbolic questions. Here are some things to keep in mind as you work through your assignments:

- Some questions may include numbers or words that appear in red. This signifies that the number or word has been randomized, so that you receive a different version of the same basic question from your classmates.
- Some WebAssign questions check the number of significant figures in your answer. If you enter the correct value with the wrong number of significant figures, you will not receive credit, but you will receive a hint that your number does not have the correct number of significant figures.
- Some questions require entering symbolic notation. Answer symbolic questions by using calculator notation. You must use the exact variables specified in the questions. The order is not important as long as it is mathematically correct. Clicking on the eye button previews the expression you enter in proper mathematical notation. Clicking on the symbolic formatting help button provides tips for using the correct keystrokes.

When you click on some WebAssign chemistry or math questions an input palette will open. These palettes, called chemPad and mathPad, will help you enter your answer in proper notation.

- Some questions may require the use of an Active Figure simulation. Active Figures require the free Macromedia Flash Player plug-in, downloadable from www.macromedia.com.
- If your instructor allows it, you can save your work without grading by selecting the Save Work button at the end of the question. After you save your work, it will be available to you the next time you click the assignment.

Please note that WebAssign will **not** automatically submit your answers for scoring if you only Save your work. Your teacher will not be able to see your submissions. Please be sure to Submit prior to the due date and time.

- If your instructor allows it, you can submit answers by question part or for the entire assignment. To submit an individual question answer for grading, click the **Submit New Answers to Question** ___ button at the bottom of each question. To submit the entire assignment for grading, click the **Submit All New Answers** button at the end of the assignment.

Technical Support

If you are having difficulty logging in, please be sure to check with your teacher and verify whether an account has been created for you or whether you need to self-enroll. In either case your teacher needs to provide the appropriate information (username, institution code and password OR Class Key).

To email WebAssign Support go to <http://www.webassign.net/info/support/report.html>. This page also lists answers to **Common Problems**, and provides links to the **Student Guide**.

August 1, 2008