

Overview

Use WebAssign to work on your assignments, quizzes, and tests — whatever your instructor sets up for you — at any time of the day or night. Depending on how your instructor uses WebAssign, you can also see your scores and completely graded assignments. All you need is a computer with a connection to the Internet and a Web browser.

Your instructor creates your assignments, schedules them, and sets guidelines such as:

- How many times you can submit an assignment.
- If you can have extensions of due dates.
- If you can save your work without submitting it.
- The kind of feedback that you receive after you submit an assignment.

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

Getting Started

To use WebAssign to complete assignments for a class, you must be enrolled in the class in the WebAssign system, you must have a WebAssign user account, and you might also be required to purchase WebAssign access.

Enrolling Yourself in a Class Using a Class Key

If your instructor gives you a WebAssign class key, you can enroll yourself in the WebAssign class roster. If you do not already have a WebAssign account, you can create one after verifying the class key.

Important: An access code is not the same as a class key. You need a class key to enroll. You might need to pay student fees later with your access code.

To self-enroll for a class:

1. Go to the WebAssign login page (www.webassign.net), and click **I have a Class Key**.
2. Enter the Class Key your instructor gave you, and click **Submit**.
3. On the verification page, check the class information and determine whether or not the correct class and section is displayed.
 - If the correct class and section is listed, click **Yes, this is my class** and go to step [4.](#)
 - If the listed class or section is not correct, click **No this is not my class**. Try entering your Class Key again, in case you might have mistyped a character. If the correct class still does not display, contact your instructor.
4. If you have an existing WebAssign account, select **I already have a WebAssign account**, type the **Username**, **Institution**, and **Password** for your account, and click **Continue**. You are enrolled in the class and logged in to WebAssign using your existing account.
5. If you do not have an existing WebAssign account, you can create one now.

- a. Select **I need to create a WebAssign account**, and then click **Continue**.
- b. Type the username that you would like to use for your WebAssign account in the **Preferred Username** field, and click **Check Availability** to see if the username that you want is available. Usernames are not case-sensitive, so BobSmith, bobSmith, and bobsmith are all the same username.
- c. After confirming the availability of your new username, type a password in both the **Password** and **Re-Enter Password** fields. Passwords are case-sensitive, so IAmCa3sar is not the same as iamca3sar.
- d. Enter your **First Name**, **Last name**, and **Email Address**, and optionally your **Student ID Number**.
- e. Click **Create My Account**.

WebAssign confirms that your account has been created. You can click **Log in now** to log in to the new user account and go to your home page. Remember your username and password, because you will need them each time you log in.

Tip: If you forget your password, you can click the **Reset Password** link on the login page. If you forget your username, your instructor can look up your username for you.

You should only enroll in the class once. After enrolling, you might also need to provide an Access Code to verify payment for the class.

Purchasing WebAssign Access and eBooks

If you are required to pay for WebAssign access to a class, you will have a 14-day grace period, beginning with the class start date, during which you can use WebAssign without purchasing access. Each time you log in to WebAssign, you will see a notice for any classes for which you have not yet purchased access.

This notice indicates the number of days remaining in your grace period and provides options for purchasing access online, entering access codes, or continuing the trial period. After the grace period ends, you must purchase access online or enter a valid access code before you can continue using WebAssign.

There are several options for payment:

- You can purchase access online directly from WebAssign using a Visa, MasterCard, American Express, or Discover card, or with a check and a valid PayPal account.
- Your purchase of a new textbook might include a WebAssign access code card for the course.
- You can purchase WebAssign access code cards at many campus bookstores.

Understanding Your Home Page

After you log in, you see your personalized WebAssign Home page. If you are listed on more than one class roster with the same username, or if you have linked multiple WebAssign accounts, you can select a class from the **My Classes** menu to go to the Home page for that class.

On your Home page for a particular class, you can see summary information for the class, including:

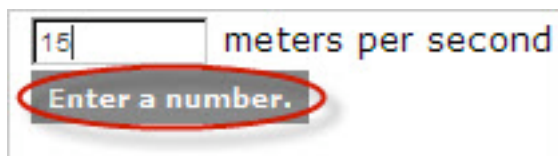
- Announcements from your instructor
- A list of your current assignments
- Links to calendar and communication pages
- Your posted grades for the class

At the top of the Home page, a menu provides quick access to pages for your assignments, grades, communication, calendar, notifications, help, and options. The Guide option in the upper right is the Student Guide that has lots of useful information (including everything that is on this handout!) for you.

Answering Questions

You can answer most questions in WebAssign using standard text entry, multiple-choice, or multiple-select fields that are similar to those used in other computer applications. This section describes the various ways that you can enter answers in WebAssign.

Tip: Because most of your responses are graded automatically, pay close attention to any instructions about the form of your answers. If enabled by your instructor, you might see an answer format tip below the answer field for a question. The answer format tip is displayed when you click the field or select it using the keyboard.



The answer format tip can provide information about the kind of answer that is expected (for example, a mathematical expression or a number).