Instructions for Enrolling in WebAssign

Enrolling in WebAssign Class:
Your instructor will give you a class key — like myschool 1234 5678. You must enter the class key to enroll yourself in the class. A class key is not the same as an access code (see Purchasing WebAssign Access).
1 Go to www.webassign.net.
2 Click Have a class key?
3 Enter the class key your instructor gave you, and click Submit.
4 If the correct class and section is listed, click Yes, this is my class.
5 Select either I already have a WebAssign account or I need to create a WebAssign account and enter the requested information.

For your username: use the handle of your TCC email address. (This is the part before the @.) Your institution code is: tcc.fl
YOU WILL NEED TO ENTER YOUR TCC EMAIL ADDRESS!
If you have more than one WebAssign class, enter all class keys in the same account.

Logging In:
Your login information consists of your username, institution code, and password. To log in to WebAssign, go to www.webassign.net or to the Web address provided by your instructor.
• To change your password, click My Options in the upper right corner.
• If you are enrolled in more than one class, select a class from the My Classes menu.

Purchasing WebAssign Access:
You are required to pay for WebAssign access to a class. You can:
• Purchase access online with a credit card or with a check and a valid PayPal account.
• Use a WebAssign access code card if it is included with your new textbook.
• Purchase WebAssign access code cards at many campus bookstores.

You are granted access to your class without payment during a 14-day grace period from the class start date.

Entering Access Codes:
Important: To confirm that your access code card prefix is valid for your class before you open it, or to look up the access code card prefix you need for your class, go to www.webassign.net/user_support/student/cards.html.
1 Log in to WebAssign and select your class.
2 Select enter an access code.
3 Select your access code prefix from the Choose your access code prefix list.
4 Enter your access code in the boxes and click Continue.

Viewing Your Assignments:
Your current assignments are listed on the Home page for each class. To see more details about your assignments, or to see past assignments, click My Assignments.

Working on Assignments:
1 From your Home page or My Assignments page for a class, click the name of the assignment you want to work on.
2 Answer the assignment questions. See Answering Questions.
3 Optionally, if enabled by your instructor, you can click Save All Work so you can continue working on the assignment later. Your saved work is not scored.
4 Submit your answers. If enabled by your instructor, you will see or to show you which questions you answered correctly and which ones you missed.
5 If enabled by your instructor, submit new answers for any questions you missed.
Important: Submit all of your answers before the due date and time displayed at the top of the assignment.

Answering Questions:
WebAssign supports many different question types. Keep the following in mind as you answer questions in WebAssign:
• Numbers or words that are displayed in red type are randomized and might be different for your classmates.
• Questions displaying the icon require you to specify the correct number of significant figures in your answer.
• Some questions display a palette or open a new window for you to specify your answer.

For more information about answering questions, see “Answering Questions” in the Student Online Help.

Technical Support:
If you cannot log in or if your class is not displayed after you log in, confirm the following information with your instructor before contacting WebAssign:
• If your instructor created an account for you, do you have the correct username, institution code, and password?
• If your instructor did not create an account for you, do you have the correct class key?

For more information, or to contact technical support, see www.webassign.net/user_support/student/. The WebAssign support staff cannot:
• change your username or password
• give extensions
• change your score
• give you extra submissions
• help you with the content of assignments

Telephone support: (800) 955-8275