WebAssign.

STUDENT
QUICK START GUIDE

This Quick Start Guide provides information to help you start using WebAssign.

ENROLL

Either your instructor enrolled you in a class and created a WebAssign account for you, or she gave you a class key to enroll yourself and create your own account, if needed.

I have a class key

1. Go to webassign.net/login.html and click **I Have a Class Key**.
2. Enter the class key your instructor gave you and click **Submit**.
3. If the correct class and section is listed, click **Yes, this is my class**.
4. Either provide your existing WebAssign account information or create a new account.
   - Select **I already have a WebAssign account**, enter your account information, and click **Continue**.
   - Select **I need to create a WebAssign account**, enter the requested information, and click **Create My Account**.

I do not have a class key

You are already enrolled and can log in with your WebAssign account.

LOG IN

These instructions apply for most schools. Some schools use alternative login sites.

1. Go to webassign.net/login.html.
2. Type your **Username**, **Institution** code, and **Password**.

   If you did not receive a password, click **Forgot your password** and create a password.
3. Click **Log In**.
4. If you are enrolled in more than one class, select a class from the **My Classes** menu.

> **NOTE:** The first time you log in, change your password.

PURCHASE ACCESS

WebAssign gives you free access for two weeks after the start of class. To continue using WebAssign after that, either enter an access code or purchase access online.

> **NOTE:** An Access Code included with some textbooks verifies that you have already purchased WebAssign access.

I have an access code

1. Confirm your code is valid on the Access Card Prefix Check page.
2. Log in to WebAssign.
3. Select **enter an access code**.
4. Select your access code prefix.
5. Enter your access code and click **Continue**.

I do not have an access code

1. Log in to WebAssign.
2. Select **purchase access online** and click **Continue**.
3. Select items, confirm any license agreements, and click **Enter payment information**.
4. In the PayPal page, provide your payment and contact information and click **Continue**.
5. Review your order and click **Complete Purchase**.
6. Close your receipt and start working in WebAssign.

LEARN

Your current assignments are listed on the **Home** page for each class.

1. Click the assignment name.
2. Answer the assignment questions.

   WebAssign supports many different question types. Some questions display a tools palette or open in a new window.
3. Submit your answers.
4. Review your marks and feedback.

   Usually you will see ✔ or ✘ for each answer.
5. Change your incorrect answers and submit again.
6. When you are done, always click **Log out**.

SYSTEM REQUIREMENTS

WebAssign is tested and supported for the following Web browsers:

Mozilla® Firefox®, version 24 or later
Windows®, Mac® OS X, Linux®
Internet Explorer®, version 10 or later
Windows
Google® Chrome™, version 35 or later
Windows, Mac OS X
Apple® Safari®, version 6 or later
Mac OS X, iOS 6 or later on iPad®

BROWSER SETTINGS

Configure the following settings in your Web browser.

- Allow cookies and pop-up windows from webassign.net.
- If you are accessing WebAssign from Blackboard®, accept third-party cookies.
- Do not allow your browser to store your WebAssign password.

CUSTOMER SUPPORT

HELP: From the application, click ❓

ONLINE: webassign.com/support-request

CALL: (800) 955-8275

The WebAssign Customer Support staff **CANNOT:**

- change your username or password
- give extensions
- change your score
- give you extra submissions
- help you with the content of assignments
- resolve problems with PayPal payments

PAYPAL SUPPORT

ONLINE: paypal.com
CALL: (402) 935-2050

MORE INFORMATION

Search the online help for answers to most questions: webassign.net/manual/student_guide/