

Getting Started with WebWork at Mercer University

1. Go to the website <http://mathww.mercer.edu> or <http://www.mercer.edu/math/webwork.html>.
2. Click on your course.
3. Log into WeBWoRK using your **Mercer University identification number with no dashes** as your username (ex: 37119124).
4. For the first time you enter WeBWoRK, use your **Mercer University identification number with dashes in the format xxx-xx-xxx** as your password (ex: 271-19-124).

The screenshot shows the WeBWoRK interface. At the top left is the WeBWoRK logo with a star icon. To the right of the logo, it says "Not logged in." Below the logo is a navigation menu with "Main Menu" and "Courses" (highlighted in pink). The current page is titled "testcourse". Below the title, there is a prompt: "Please enter your username and password for testcourse below:". A paragraph of text explains the "Remember Me" checkbox: "If you check **Remember Me** your login information will be remembered by the browser you are using, allowing you to visit WeBWoRK pages without typing your user name and password (until your session expires). This feature is not safe for public workstations, untrusted machines, and machines over which you do not have direct control." Below this text are the login fields: "Username:" with the value "37119124", "Password:" with a masked field of dots, and a "Remember Me" checkbox. A "Continue" button is at the bottom left. Two red boxes with arrows point to the fields: one points to the Username field with the text "Student ID / MUID", and the other points to the Password field with the text "Student ID / MUID with dashes (ex: 371-19-124)". At the bottom of the page, it says "Page generated at 5:02pm on Oct 21, 2009" and "WeBWoRK © 2000-2007 The WeBWoRK Project".

5. Once you have entered WeBWoRK, you should change your password. Be sure to **remember** your password (you may want to write it down). If you lose your new password, there is no way for us to recover it for you, although we can reset it.
6. You should change your e-mail address within WeBWoRK to be the e-mail address that you normally check. (The default is your Mercer e-mail address.) This will be the reply to address used when you email your professor from WeBWoRK.
7. Proceed to the page that lists your homework assignments. Notice each assignment has a due date. The assignment due dates and times are firmly fixed. The computer does not understand the concept of being just a few minutes late. Be sure to complete your assignments quite a few minutes before the due time, as your clock and the WebWork

computer's clock may not be precisely synchronized.

8. Notice you can obtain a hard copy (printed copy) of your homework problems. It is recommended that you first print a hard copy then work the homework problems with pencil and paper, as you would if you were working problems from the text. After you have worked the problems to your satisfaction, enter your answers into WebWork. The computer will indicate immediately whether your answer is correct. If it is not correct, you have an **unlimited number of tries** to obtain the correct answer before the due date and time. The exceptions to unlimited chances include only some true-false and matching type problems, in which case you will be warned of your limited number of allowed attempts.
9. Usually when people have trouble accurately entering correct answers to problems, the difficulty lies in the use of parentheses or order of operations. By thinking carefully about these issues, you will avoid many difficulties.
10. Students having trouble using the computer are encouraged to attend office hours as soon as possible.