



## Getting Started Guide for Teachers

*Preparing to teach with MathXL for School*

**MathXL for School** is a powerful online tutorial, homework, and assessment system designed specifically for Pearson Education (Prentice Hall and Addison Wesley) textbooks in mathematics and statistics. MathXL for School creates personalized study plans for your students based on their test results and offers algorithmically generated tutorial exercises correlated to the exercises in the textbook. Ideal as a powerful supplement to any math class, as a rich standalone study program, or as a tool for intervention, credit recovery, and remediation, MathXL for School makes teaching your class easier and helps your students succeed!

This document tells you how to register for MathXL for School, log in, and set up your online course.

### Before you begin be sure you have:

- A valid **e-mail address**
- A **teacher access code**, located inside the front cover of the **Class Registration Kit**
  - Kits with 100 student registrations include 4 teacher access codes
  - Kits with 25 student registrations include 1 teacher access code

*If you do not have a teacher access code or Class Registration Kit, you can request information from your Pearson representative or request access by submitting the form at <http://www.mathxlforschool.com/support/school/ordering.html>.*

Whether you are working on a computer at your school or at home you will need to have administrator access and be connected to the Internet so you can install the necessary components. *(If you're not sure whether your computer meets the system requirements, go to <http://www.mathxlforschool.com/support/school/system.html>, review the MathXL for School Browser Check or Installation Wizard in your course, or contact Customer Technical Support at 1-888-695-6577.)*

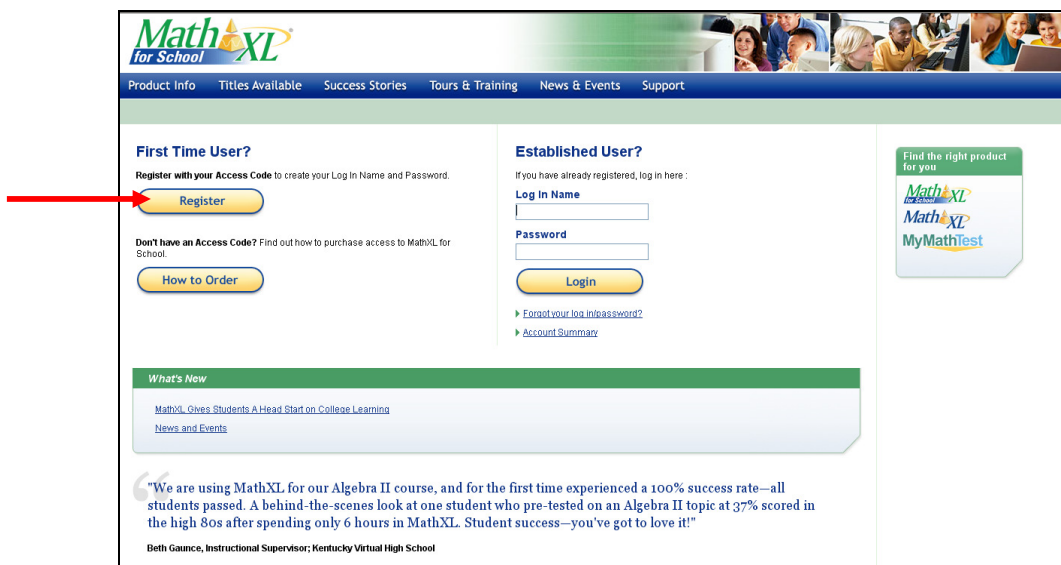
If your students will be accessing MathXL for School from a computer lab or library at your school, the Browser Check or Installation Wizard must be run on the school computers to install the necessary components. *(For additional IT information contact Customer Technical Support at 1-888-695-6577 or visit [http://www.mathxlforschool.com/support/school/contactus\\_it.html](http://www.mathxlforschool.com/support/school/contactus_it.html).)*

## Registering and logging in:

1. Launch Internet Explorer. *If you are using AOL to connect to the Internet you will need to minimize AOL and then launch Internet Explorer.*

**NOTE:** Your MathXL for School course may be available on both PC and Mac platforms, using Internet Explorer, Firefox, and Safari. Check with your Pearson representative for more information.

2. Go to [www.MathXLforSchool.com](http://www.MathXLforSchool.com) and click on the **Register** button if you are a first-time user and have your teacher access code.



3. Please read all information in the License Agreement and Privacy Policy. Click **Accept** if you agree to the terms.
4. On the Access Information screen, you'll be asked whether you already have a Pearson Education Account.

If you have registered for other Pearson online products, you may already have a login name and password. Select **Yes** to enter your login information.

*If you select Yes, you will see a Welcome Back screen, where you may be prompted to update your password and make changes to your account information as needed.*

If this is the first time you have registered for a Pearson online product, select **No** to create your **login name** and **password**. You may want to use your email address as your login name. If you do not use your email address, your login name must be at least 4 characters and cannot be the same as your password.

If you aren't sure whether you have a Pearson account, select **Not Sure**. Enter your email address and click **Search**. If you have an account, your login information will be sent to your email address within a few moments. You can then change your selection to **Yes**, and enter your login name and password as directed.

5. In the Access Code boxes, type in your teacher access code. Then click **Next**.

6. On the Account Information page, enter your first and last name and email address. Re-type your email address to ensure it is correct. If you have more than one email address, be sure to use one you check frequently and would prefer your students to use.

7. In the School Location section, select **United States** from the School Country drop-down menu. Enter your **school** zip code, and then select your school from the drop-down list.

*If your school is not listed, scroll to the bottom of the drop-down list and select **Other**. Then enter your school name and city and select the state.*

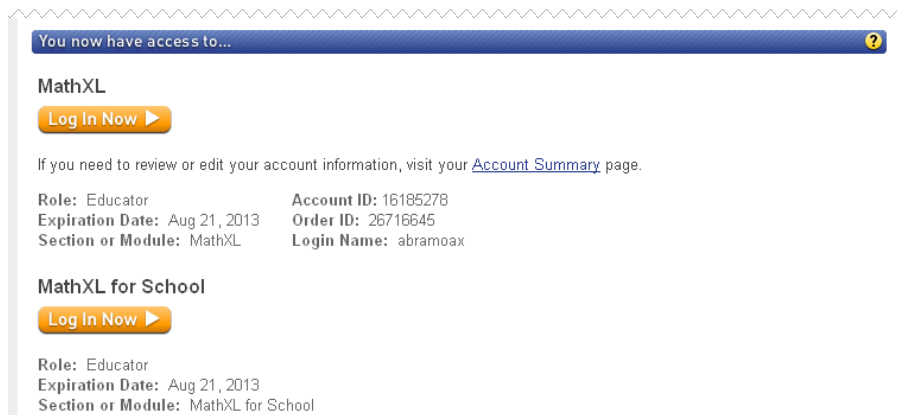
The screenshot shows a registration form titled "School Location". It contains three main sections: "School Country" with a dropdown menu set to "United States"; "School Zip or Postal Code" with a text input field containing "02116" and a note "Enter your ZIP or Postal Code to see a list of schools in your area." with a link "Need help finding your school's Zip or Postal code?"; and "School Name" with a dropdown menu set to "LEXINGTON PUBLIC SCHOOLS" and a note "Select the name of your school from the list. If your school is not listed, select 'Other' at the bottom of the list."

8. Select a security question and answer to ensure the privacy of your account. Click **Next**.

The screenshot shows a registration form titled "Security Question". It includes a sub-header "If you contact us, we will ask you this question to confirm your identity." followed by a "Security Question" dropdown menu set to "Select the question you want us to ask you" and a "Your Answer" text input field. Below this is a section titled "May we contact you?" with the question "Are you interested in sharing academic perspective on educational texts or online products?" and radio buttons for "Yes" (selected) and "No". At the bottom right are "Back", "Cancel", and "Next" buttons.

9. When your registration is complete you will see a confirmation screen. Print the Confirmation & Summary page so you will have a record of the Pearson products you have access to.

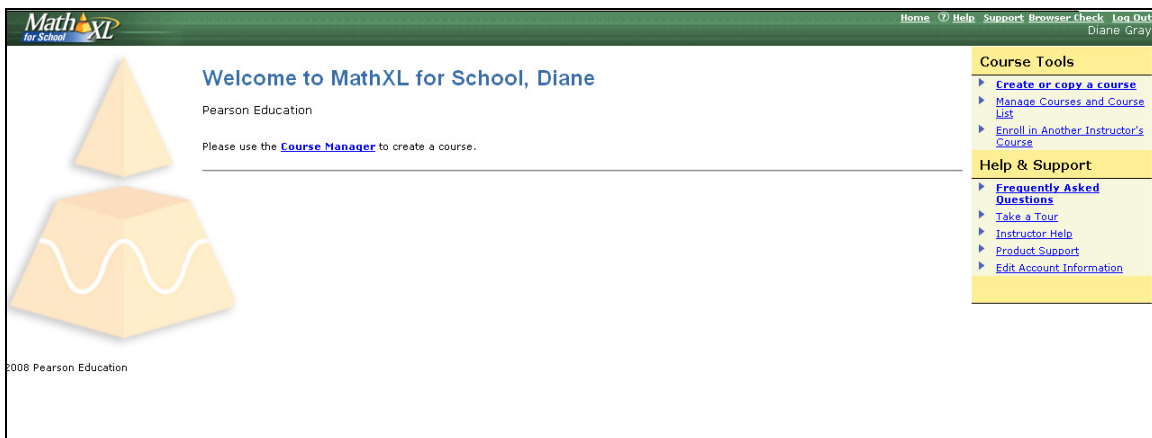
The screenshot shows the "Confirmation & Summary" page. At the top, the Pearson logo is on the left, and "Steps to Register" is on the right, with three progress indicators: "Access Information" (checked), "Account Information" (checked), and "Confirmation & Summary" (active). The main heading is "Confirmation & Summary" with a "Print This Page" button. The text reads: "You have subscribed to a Pearson Education online product. Please [print this page](#) as your receipt. You will also receive a confirmation email for your records." Below this, it says "You now have access to:" followed by the MathXL and MathXL for School logos. The section "Which website should you use?" explains that MathXL for School offers additional features for high school teachers and students. It provides instructions for new users to use MathXL for School and for existing users to use MathXL.



10. You will also receive an email confirmation sent to the email account you used to register. Please print your registration email so you will have a record of your login name and the email address used for your account.
11. **To return to the MathXL for School login page** click **Log In Now** under MathXL for School. You can also go to [www.mathxlforschool.com](http://www.mathxlforschool.com), enter your login name and password, and click **Login**.
12. On the Welcome to MathXL for School screen, click **Enter MathXL for School**.

### Creating your course:

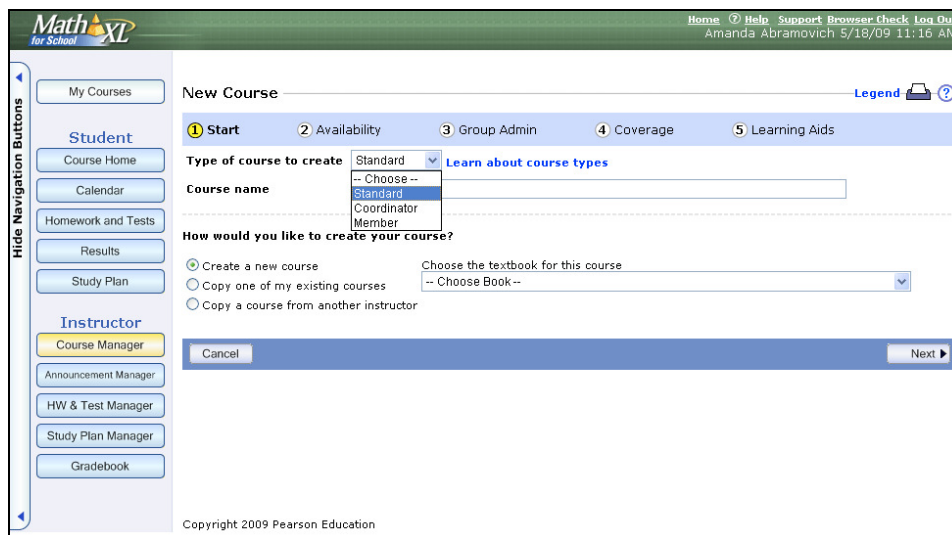
1. The first time you log in you will be prompted to create your first course. Click **Create or copy a course** in the Course Tools box on the right side of the screen.



*If you do not set up a course, students (with registration codes) can access MathXL for School on their own by selecting **I am studying on my own, and need to choose a textbook** in lieu of selecting a teacher's course after they log in. Students who opt to study on their own can easily enroll in their teacher's course at any time.*

2. On the New Course screen select the type of course to create from the drop-down list. Choose from Standard, Coordinator, or Member.

**Important!** *If your school has set up a master Coordinator account for all teachers to copy, be sure to select Member course.*



3. Type in your course name. Be sure to use a name that is easily associated with your class. If you have more than one class you may want to specify the class time to differentiate it. (i.e., Algebra I – 8am)
4. Select how you would like to create your course. Choose to create a new course, copy your own, or copy another instructor's course.

***Important!*** If your school has set up a master Coordinator course for all teachers to copy, be sure to select 'Copy a course from another instructor' and select the Coordinator course created for all teachers at your school.

5. Use the drop-down list to choose the textbook you are using for this course. Click **Next**.
6. Select the course availability, time zone, and copying option. Click **Next**.
7. If you have copied a Coordinator course, you will see additional information related to your course group. Click **Next**.
8. If your textbook is mapped to a set of curriculum standards, you will see a drop-down menu where you can choose the standards to apply to your view of your course.
9. Customize the content in your course. Expand each chapter and section to view objectives. Uncheck content you do not want included in the course. Questions from unchecked items will automatically be excluded from assignments and the Study Plan. Click **Next**.

MathXL for School Home Help Support Browser Check Log Out Amanda Abramovich 5/18/09 11:18 AM

My Courses

Student  
Course Home  
Calendar  
Homework and Tests  
Results  
Study Plan

Instructor  
Course Manager  
Announcement Manager  
HW & Test Manager  
Study Plan Manager  
Gradebook

New Course Legend

1 Start 2 Availability 3 Group Admin 4 Coverage 5 Learning Aids

Type of course to create Standard  
Course name Algebra I: 8 am  
Book Lial: Beginning Algebra, 10e  
View by Standards -- None selected --

The following content areas are automatically included in your course. Uncheck any box to omit the selected content from sample tests and homework, the Study Plan, and the online test bank.

Click chapter and section link to expand and collapse	Expand All	Learning Aids
<input checked="" type="checkbox"/> 1. The Real Number System		
<input checked="" type="checkbox"/> Section 1.1: Fractions		
<input checked="" type="checkbox"/> Learn the definition of factor.		
<input checked="" type="checkbox"/> Write fractions in lowest terms.		
<input checked="" type="checkbox"/> Multiply and divide fractions.		
<input checked="" type="checkbox"/> Add and subtract fractions.		
<input checked="" type="checkbox"/> Solve applied problems that involve fractions.		
<input checked="" type="checkbox"/> Interpret data in a circle graph.		
<input checked="" type="checkbox"/> Section 1.2: Exponents, Order of Operations, and Inequality		
<input checked="" type="checkbox"/> Section 1.3: Variables, Expressions, and Equations		

10. Choose the multimedia learning aids you want available in your course. Click **Save**.

11. View your Course Settings Summary. Click **Edit** to make changes, if needed.

MathXL for School Home Help Support Browser Check Log Out Amanda Abramovich 5/18/09 11:06 AM

Algebra I: 8 am [0] Manage Course List

My Courses

Student  
Course Home  
Calendar  
Homework and Tests  
Results  
Study Plan

Instructor  
Course Manager  
Announcement Manager  
HW & Test Manager  
Study Plan Manager  
Gradebook

Course Settings Summary Legend

Your course has been created

Your new course has been created. To ensure that your computer is properly configured, we recommend running Browser Check.

[Run Browser Check](#)

Course name Algebra I: 8 am  
Course ID [XL02-F1BH-301Y-76G0](#) Click link for course enrollment handout.  
Book Lial: Beginning Algebra, 10e

General Settings [Edit](#)

Course type Standard course  
Course name Algebra I: 8 am  
Book Lial: Beginning Algebra, 10e

Availability [Edit](#)

Start & End 09/01/08 12:00am - 06/30/09 12:00am  
Time Zone (GMT-05:00) Eastern Time (US & Canada)  
Adjusts automatically for Daylight Savings Time  
Current course time: 11:05am  
Copying Do not allow other instructors to copy this course

Group Admin [Edit](#)

No Group Options

Coverage [Edit](#)

Chapters 10 of 10 included  
Sections 74 of 74 included  
Objectives 343 of 343 included  
View by Standards None selected

Learning Aids [Edit](#)

Help Me Solve This View an Example Video  
 Animation Textbook  
 Ask My Instructor [first.last@yourschool.com](mailto:first.last@yourschool.com)

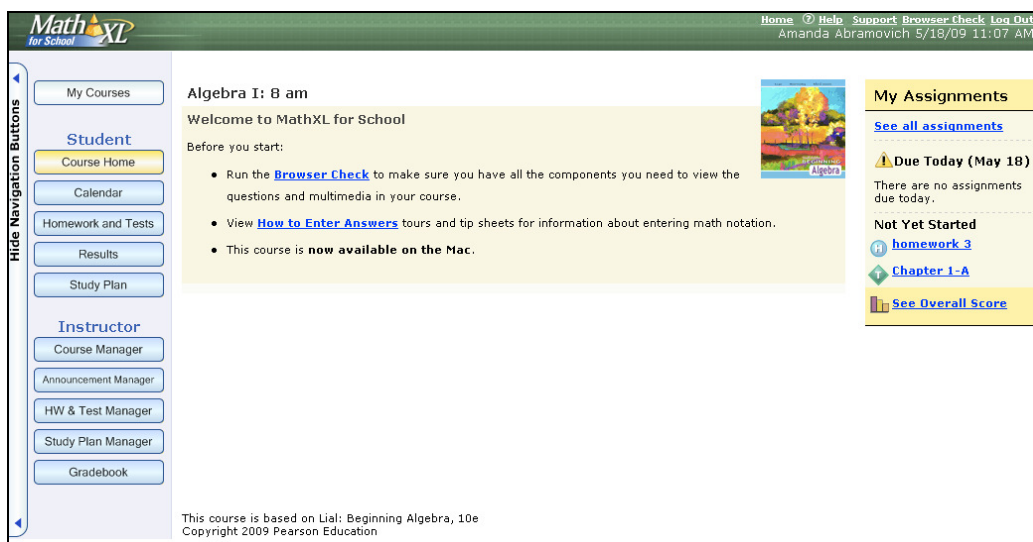
OK

**Important!** Your students will need the Course ID to enroll in your course. Click the **Course ID** link to generate a handout you can distribute to you students that contains the information they will need to register for MathXL for School and enroll in your course.

12. Click **OK** to return to the Course Manager.

13. Click **Course Home** and run the **Installation Wizard or Browser Check** to ensure all plug-ins and components are installed to your school and home computers.

14. Using the **Instructor** buttons on the left, post announcements, create and assign homework, quizzes, or tests, and manage student progress in your Gradebook.
15. After you have set up your course, you can view it as a student by using the **Student** buttons on the left. You can work assignments and view results as a student would. (*Students do not see Instructor buttons.*)



16. To access available help resources, click on the [?](#) **Help** link at the top right of the screen. You can get page-specific help by clicking on the [?](#) icon at the top right of any page. Training and additional resources are under the **Tours and Training** tab at [www.MathXLforSchool.com](http://www.MathXLforSchool.com).
17. Need help? Visit [http://www.mathxforschool.com/support/school/contactus\\_inst.html](http://www.mathxforschool.com/support/school/contactus_inst.html) for more information, click on the **Support** link at the top right of the screen, or contact the Customer Technical Support team at **1-888-695-6577**.

**Thank you for teaching with MathXL for School!**