

Recommended Instructions for Successful Completion in MyMathLab Courses

For each section covered, it is recommended that you follow these steps in order to master the math concepts:

1. To begin learning, click on "Videos & Textbook." Click on the appropriate chapter number and then click on the section that you are on.
2. Click on "Multimedia Textbook Section." This will pull up the electronic textbook pages for this section.
3. Read the section pages and click on the "Video" and/or "Animation" icons to watch instruction of this topic. Also, next to the printed examples, click on the "You Try It" icons to practice the problems on your own. This is where you will do most of your learning. If you skip these steps, you will likely become very frustrated when you try to do your Homework or take a Quiz.
4. Once you have read the section pages, viewed the videos, and tried some sample problems, you are ready for homework. Click on "Online Homework" and follow the instructions there. Choose the homework set for the section that you are on. Be sure to work the entire assignment, checking your work after entering each answer. Keep in mind that you need to score 80% or better on each online homework assignment in order to advance to the next section. Once you have completed the assignment, be sure to click on "Save" or "Submit" so that your work will be saved.
5. If you do not earn the required minimum 80% on any Online Homework, click on that homework again and do any problem(s) you have not done until you get the correct answer(s). Also click on any missed problems with a red X next to them. Below each problem missed, click on the "Similar Exercise" button, and do the problem again until you get it correct. Repeat this process until you have a score of 80% or better. Be sure to click on "Save" or "Submit" when you are done.
6. You are now ready to complete the written portion of the homework. Click on "Written Homework" and follow the instructions to work the assigned problems from your textbook (printed or online) and turn them in to your instructor with all work shown. These assigned problems are found in your Weekly Schedule posted at <http://www.austincc.edu/jbickham/handouts>. For full credit, turn in all problems on time, neatly showing all of your work. Check all answers. Seek [help](#) with any problems that give you trouble. Submit entire assignments together, not single sections. Details about ways to submit homework are at the top of your Weekly Schedule.
7. At this point, you have completed the lesson and assignments for one section. You will now either move on to the next section or take a quiz. You will have an online quiz every few sections. Once you finish a section, click on "Online Quizzes" and follow the instructions to see if it is time for a quiz. If so, take the quiz before moving to the next section. If you have trouble with any quiz, click on "Extra Study" to do extra practice problems before you take that quiz again. If you use all 3 quiz attempts and have not scored at least 80%, [contact your instructor](#) for help. Online Quizzes and their due dates are shown in your Weekly Schedule.
8. Eventually, in your Weekly Schedule, you will see Tests scheduled for you to take in an ACC Testing Center or in an Office for Students with Disabilities (OSD) if you have given your instructor an appropriate OSD accommodations letter. These Tests and the Final Exam must be taken no later than the dates they are scheduled. For more information, please refer to your Weekly Schedule.

NOTE: A Pretest corresponding to each online quiz has been made available for those students who may already be familiar with some material. Pretests are optional, and are not recommended for students who are learning the material for the first time.

If you are already familiar with some of the material from this course, you may wish to take a Pretest before starting on particular lessons. If you score 90% or higher, you may use this score in place of the corresponding Online Homework and Online Quiz. [Contact your instructor](#) to let her know, so that she can record the score and set MyMathLab to allow you to continue. You are still required to turn in the Written Homework for all sections. Pretests may be found by clicking on "Online Pretests" and following the instructions.