

## Pre-Calculus Course Modules -- MapleTA User Guide

### A. Accessing MapleTA "Classes"

1. Go to the [Math Assistance Centre webpage](#):
  - scroll down to "Course Specific Supports" and find "Pre-Calculus Modules"
  - **read through the information for your course** so that you are aware of what needs to be completed to earn course credit
2. Access the [MapleTA login page](#):
  - use your Laurier Network username and password to login to the MapleTA software
  - if you have forgotten your password, go to the [Laurier profile page](#) and click on the "Reset Password" link
3. After a successful login to the MapleTA server, the system then lists "Classes I Am Taking"
  - note that these refer to "MapleTA classes" only!
  - if "**Pre-Calculus Modules – MA### (along with the term)**" that you are enrolled in appears in this list, simply click its link to be directed to its homepage
  - if the class you are enrolled in does not appear in this list, click on the "Enroll in a Class" link, click in the box next to the desired course, and click on the Register button

### B. Before You Start Working on an Assignment/Test with MapleTA

1. Your internet browser must be able to communicate with our server properly. Before starting any of the module work, make sure your browser is set to accept "cookies" and allow "popups".
2. Some question types require Javascripts to run in the background. Thus, your browser must have Java enabled. MapleTA requires a fairly recent version of Java installed on your computer. The latest version is available as an easy-to-install free download from the [Java Website](#)
3. You can make use of the Mathematics Assistance Centre's drop-in hours to obtain extra help with any of the material covered by the module work.

### C. Completing Pre-Calculus Course Modules with MapleTA

1. While working on any module [Assignment](#), you can "Quit & Save" part way through, and return at a later time to finish the assignment. This leaves the Assignment in an "open" state, and MapleTA will only allow you to have one open assignment at a time.
2. When you have finished an Assignment, click on the "Submit Assignment" button to submit your answers. BE PATIENT: after clicking on "Grade" it may appear as if nothing is happening, but it is! The system is sending your work to the server for grading, but in most browsers there is no indication of any progress. DO NOT CLICK on "Submit" again -- doing so won't make the program work faster; instead you may receive an error message.
3. You cannot proceed to the next Assignment within a module until you have scored 80% or better on the preceding Assignment. You can repeat any Assignment as many times as necessary until a passing score is attained. Before making an additional attempt at an Assignment, be sure to "View Details" of your current attempt (after it's been graded), in order to see what errors you made -- and in particular, whether your errors were math-based, or whether it was simply the way in which you entered your answer. Some expressions must be entered a certain way for the program to interpret them correctly (see Section D for more details).
4. Once you have passed (attained a score of 80% or better) the module's entire set of Assignments, you are then eligible to attempt the module's Test for Credit. The Test is timed; as soon as its link is opened, the timer starts and continues to count down even if you "Quit & Save". You will not be able to log in at a later time to finish the Test; thus, a Test should always be completed in one sitting (i.e., once you open a Test for Credit, complete all questions before logging out).

### D. Entering Answers into the MapleTA System

1. Some question types allow students to enter their answers using an "Equation Editor" -- this allows the answer to look the same way we would write it on paper, and makes it easier to check that an answer has been inputted in the manner intended.  
This option is a perceived advantage to using the MapleTA software. HOWEVER: the current version of the program does not always mark answers entered using the Equation Editor consistently. Your answer may look identical to the correct answer that the program displays, but in some cases it will be marked as wrong. To avoid this problem, **please use "text mode" when entering your answers**. This method is more cumbersome, and it's important to use brackets correctly. Once you have entered your answer though, click on either the "Preview" link which appears beneath the answer box, or the Magnifying Glass icon which appears after

the answer box; only one of these two options will be available. Each of these will take your answer and display it "nicely" so that you can double check that your answer is as intended. Close the preview window, and if necessary edit your answer, and then preview it again before moving on to the next question. Using this procedure (text mode & previewing) will help ensure answers are graded accurately.

2. In some cases, there will be additional points that need to be considered when entering your answer in order for the program to interpret it correctly. When required, any special instructions will be included as part of the answer, **so make sure you read the entire question!**

### **E. Checking Your Results**

1. After you have finished an assignment/test, and you have clicked on the "Submit" button, the system will display your final score for that particular attempt. Once the score has been displayed, you can click on the "View Details" button, and your assignment will be displayed in full - showing each question, your response, and the correct response. Use this feature to double check which problems you answered correctly, and which (if any!) you answered incorrectly. When you are finished reviewing your work, be sure to then click on the "Quit & Save" button to exit from the assignment.
2. If you had exited out of an assignment/test without viewing the details at that time, you can still see your results at a later time. Simply follow these steps:
  - Login to the MapleTA system
  - Click on the appropriate class link to arrive at the page which lists the module assignments.
  - Instead of clicking on an assignment link, click on the Gradebook menu item near the top of the page, and then "View past results".
  - Select the assignment(s) that you want to check and click on the Search button.
  - A screen which looks the same as the previous one will be displayed, but scroll down, and you will see all attempts made for the selected assignment(s) listed, along with the recorded score. There is also a "Details" link, which will open up the assignment and show you which questions you answered correctly/incorrectly.

### **F. Earning Course Credit towards your Final Calculus Grade**

1. If you score 80% or above on a module's Test For Credit, you have successfully completed that module. If you score below 80%, you can make another attempt if time allows.
2. Each module's Test for Credit must be completed by a predetermined day in order to earn any associated marks. Check your course, referring to Section A, for details as to what is required to earn course credit, and due dates.
3. At the end of the term, the Manager of the MAC will inform relevant course instructors of marks earned through the Module Program, according to details provided on your course syllabus.

### **Further Questions or Concerns?**

If you have any problems working with the MapleTA system, and you can't find the answer within this document, please feel free to contact me and I'll try to help!

Tina Balfour, Manager: Mathematics Assistance Centre  
*Office:* BA432    *Email:* tbalfour@wlu.ca    *Extension:* 2077