

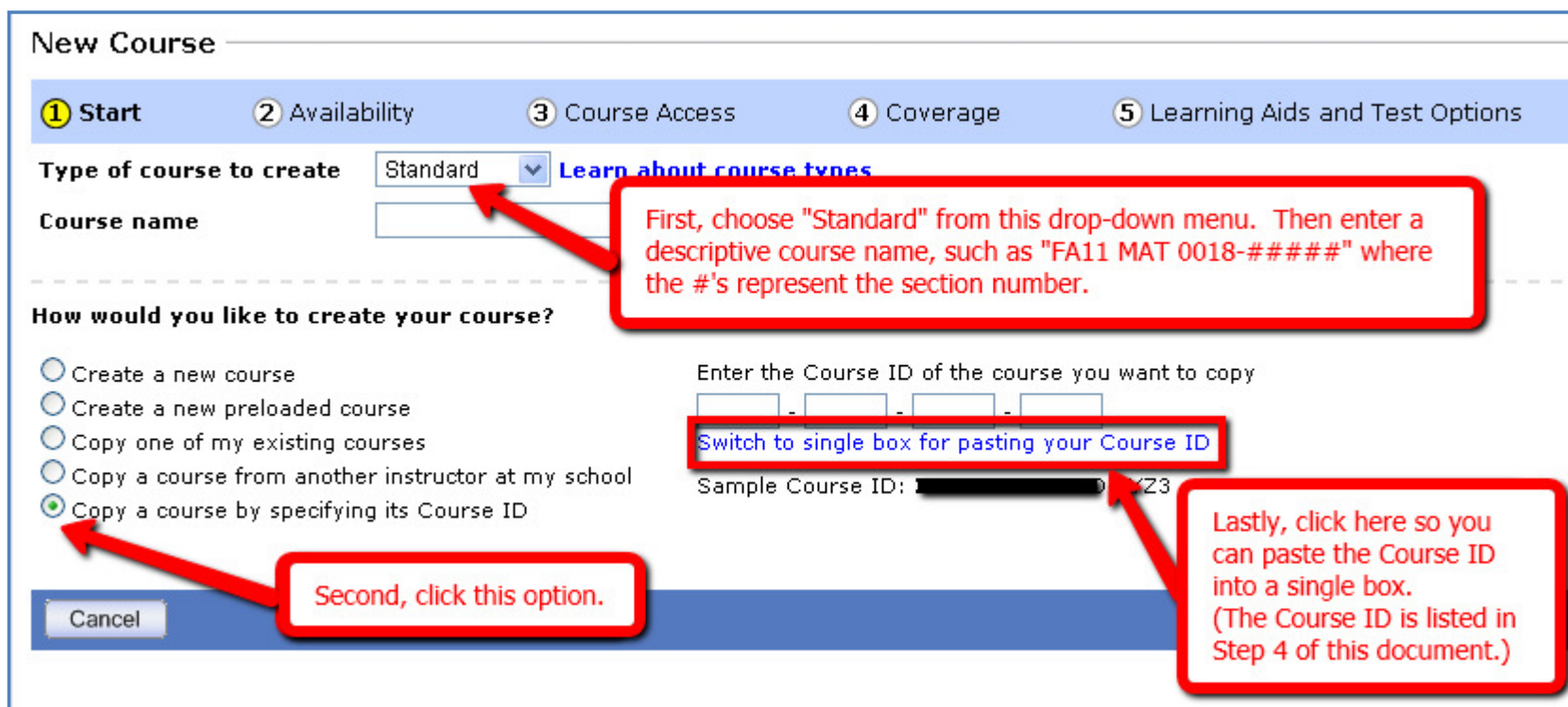



## Instructions for Copying the Prealgebra Master Course in MathXL

- 1) Log into MathXL at [www.mathxl.com](http://www.mathxl.com)
- 2) Click on 
- 3) Click on 
- 4) On the subsequent screen (shown below), follow the instructions in red.  
When you get to the step where you have to enter the course ID, you can copy and paste it from here: **XL0P-I1L7-301Z-5002**



The screenshot shows the 'New Course' form with the following elements and annotations:

- Progress Bar:** 1 Start (selected), 2 Availability, 3 Course Access, 4 Coverage, 5 Learning Aids and Test Options.
- Type of course to create:** Standard (selected in a drop-down menu). A red callout box points to this menu with the text: "First, choose 'Standard' from this drop-down menu. Then enter a descriptive course name, such as 'FA11 MAT 0018-####' where the #'s represent the section number."
- Course name:** An empty text input field.
- How would you like to create your course?:**
  - Create a new course
  - Create a new preloaded course
  - Copy one of my existing courses
  - Copy a course from another instructor at my school
  - Copy a course by specifying its Course IDA red callout box points to this option with the text: "Second, click this option."
- Course ID Input:** A section titled "Enter the Course ID of the course you want to copy" with a multi-field input box. A red callout box points to a "Switch to single box for pasting your Course ID" link. Below it, a "Sample Course ID:" field is partially filled with "XL0P-I1L7-301Z-5002". A red callout box points to this field with the text: "Lastly, click here so you can paste the Course ID into a single box. (The Course ID is listed in Step 4 of this document.)"
- Buttons:** A "Cancel" button is visible at the bottom left.

- 5) Follow the remaining instructions to finish creating your course.
- 6) In the  enter Due Dates for your assignments. The due dates should fall *before* the test on the material.