



## FAQ

### Getting Started

#### Q: How Do I Login to CourseWave?

A: **Students:** Once your teacher has imported the access codes into CourseWave, you will receive an email that will give you the ability to login to CourseWave. A login button will display at the bottom of the email. Simply hit the button and it will take you to the login page or [www.coursewave.com](http://www.coursewave.com). There, you will have the option to set up your account through **Gmail** or **Microsoft**.

**Teachers:** Visit [www.coursewave.com](http://www.coursewave.com) and look for the teacher login prompt.

### Students

#### Q: How do I take a test?

A: Once you have access to CourseWave, your purchased materials will appear on your Dashboard. To access a test, click on the cover of the book and find the chapter assessments, pretest, and posttests.

#### Q: How can I see my grades?

A: Only instructors can access grades on CourseWave. Assessments are graded automatically except for short answer and essay questions. Teachers can export grades from the site.

#### Q: What happens if I take the wrong test?

A: Teachers can clear out the tests and allow students to retake the assessments as needed. But it is best practice to make sure that you follow your teachers' instructions very carefully.

### Teachers

Q: I imported the codes with the excel sheet but forgot to input my students' information. How do they receive their materials?

A: Visit your Dashboard and click on an individual resource. You will find a "Manage Codes" button. You can then click on the edit option for each code and input your student's information individually. When you're finished, hit Save and then the Email button to send out the resources.