Activate WebAssign Within Blackboard:

1. Go to the desired course in Blackboard where you want to activate and setup WebAssign:

2. Activate WebAssign through the **Control Panel**:
   - Under *Customization*, select *Tool Availability*:

3. In the alphabetical listing of tools, check the box in the first column for **Access WebAssign**:
   - Then scroll towards the bottom of the alphabetical listing and check the box in the first column for **WebAssign**:

4. Then click on **Submit** at the bottom-right. You will then see a confirmation at the top of the screen:
<table>
<thead>
<tr>
<th>Step</th>
<th>Description</th>
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| 5.   | Setup WebAssign through the Control Panel:  
Under **Course Tools** in the alphabetical listing, select **WebAssign**:  
| 6.   | For Section 1, verify and modify as desired the default information for the Course Name, Description, and Term.  
For Section 2, verify and modify as desired the Duration (semester start and end dates).  
| 7.   | For this crucial step in Section 3, choose the textbook for your course and verify that **Auto-Sync Course Roster and Grades** is set to the default “Yes”:  
| 8.   | Then click on **Submit** button to link your course to the WebAssign material – you will see a confirmation at the top of the screen:  

After completing step 8, you may now access the WebAssign content (selected in step 7) via two ways:

**Create a Tool Link on the Course Menu:**
- Add Tool Link
- Name: WebAssign
- Type: Access WebAssign

**Create Access to WebAssign Within a Content Area:**

Blackboard linked to WebAssign:

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For any further assistance or to request training, contact:  
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